DAVID DOUGLAS SCHOOL DISTRICT

Learn • Grow • Thrive

Student Rights & Responsibility

A CODE OF CONDUCT | 2025-26

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STUDENT CONDUCT CODE

Introduction, philosophy, legal basis

This document is designed to be a reference for students and parents in order to help all learn and contribute to a positive, respectful environment in our David Douglas Schools. We believe that staff, students, caregivers, and guardians should work together in order to provide a safe and respectful environment for each and every member of our community.

In compliance with Oregon Statutes, the School Board of the David Douglas School District accepts its responsibility for adopting rules for the general governance of the schools and for the maintenance of discipline. The Board continually strives to maintain a school climate that is free from discrimination, morally and spiritually wholesome, safe, and healthy. One method of accomplishing these goals is to spell out, in clear and concise language, students' rights and responsibilities, develop understandable rules on student conduct, and maintain an orderly and consistent procedure for dealing with violations.

Oregon law addresses student discipline, suspensions, expulsion, and codes of conduct, as well as property damage, threats and injuries to students and school employees in Chapter 339 of the Oregon Revised Statutes. Section 21 of the Oregon Revised Criminal Code provides for the use of reasonable physical force in the schools. The David Douglas School Board believes that every individual must share the rights, the duties, and the responsibilities in the operation of an efficient public school institution.

The David Douglas School District has adopted a Responsive Restorative Practice model that emphasizes supporting students as they learn and grow.

David Douglas School District staff are committed to:

- knowing, caring for, and establishing positive relationships with students;
- supporting the whole child;
- teaching the development of positive social, emotional, and behavioral skills to students;
- using a variety of ways to shape behavior once harm has occurred, instead of relying on exclusionary practices;
- partnering with families, other staff, and community based organizations in the event that a disciplinary action has occurred;
- examining their own implicit bias, while working from culturally and trauma responsive lenses that utilize verbal de-escalation skills in an effort to create conditions in schools that allow students to be successful.

Careful attention has been given to procedures and methods that have the goal of being equitable and reasonable to all students. Students may be denied participation in extracurricular activities as a result of responsive restorative practices. In addition, titles and/or privileges granted to students may also be revoked (e.g., valedictorian, student body class or club office positions, participation in school activities, prom, etc.). A referral to the appropriate law enforcement agency for legal action may result, if appropriate.

We thank all students, staff, parents, and guardians in advance for each individual's cooperation in working towards creating a safe and welcoming environment for all who enter our David Douglas Schools to learn, grow, and thrive.

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RIGHTS AND RESPONSIBILITIES

David Douglas Schools' students are expected to be safe, respectful, and responsible. Students are expected to act in a way that allows teachers to teach and students to learn.

Please note all staff is expected to conduct themselves in a manner that conforms to board policy and administrative regulations. Additionally, all licensed staff is expected to adhere to the Standards for Competent and Ethical Performance of Oregon Educators as specified in Oregon Administrative Rules.

Students have a <u>right</u> to:	**Students have a <u>responsibility</u> to:**
1) Discuss educational concerns with teachers and other school staff.	1) Attend school regularly, arrive on time, and be prepared to participate in class and complete homework.
2) Receive a copy of our Student Rights and Responsibilities Handbook.	2) Do one's best.
3) Receive due process/right to be heard without discrimination.	3) Respect the rights, feelings, and property of other students, parents/guardians, school personnel, visitors, guests, and school neighbors.
4) Report any concerns including incidents of verbal or physical threats including bullying, harassment, menacing, or abuse.	4) Follow classroom, school, and district expectations on school grounds, school buses, at bus stops, at any school-related activity, and in the classroom so as not to interfere with teaching and learning.
5) Access their school records within district policy.	5) Read and understand the Student Rights and Responsibilities Handbook.
6) Receive discipline information in a language they can understand in accordance with the district translation policy.	
7) A safe learning environment.	
8) An environment free from discrimination and harassment.	

Caregivers have a <u>right</u> to:	**Caregivers have a <u>responsibility</u> to:**
1) Receive regular official reports of the student's academic progress and attendance.	1) Assist school staff by sharing ideas for improving student learning and preventing or resolving student discipline problems.
2) Make recommendations and give input to educational planning.	2) Provide supervision for the student's health, physical, and emotional well being, along with prompt and regular attendance.
3) Participate in conferences with teachers and/or school administration.	3) Provide the school with written explanations for student absences or tardiness and attend parent/guardian conferences.
4) Receive explanations from teachers for students' grades.	4) Support student compliance with school expectations.
5) Read all school records pertaining to their students, within district policy.	5) Provide supervision of students before and after school.
6) Obtain further clarification on any rights referred to in this handbook.	6) Review and discuss this book with students as well as other similar materials, such as the school discipline plan.
7) Receive discipline information in a language they can understand in accordance with the district translation policy.	7) Support the school self-discipline and conflict resolution programs.

ATTENDANCE

Oregon Law requires parents/guardians to see that children between the ages of six, five if enrolled, and 18 years attend school regularly. Schools will inform parents/guardians of student absences. Parents/guardians are encouraged to contact the school if there is a concern about absenteeism. When a student's attendance is so erratic that they are not benefiting from the educational program, the principal or designee will notify the student and parent/guardian and develop a plan for support.

State law requires schools to withdraw students who are absent ten consecutive school days for any reason (OAR 581-023-0006(11)(c)).

Regular attendance is essential to providing the greatest opportunity for the student to learn and develop habits that result in responsible behavior. It is vital that parents and the school communicate and work together to maintain regular attendance for our students' success. In accordance with Oregon school law, the school must determine whether an absence may be pre arranged or is to be excused. A note written by a parent or guardian does not necessarily constitute an excused absence.

A student absent from any class without permission will be considered truant and may be subject to disciplinary consequences.

When students are not attending at least 90% of the time, parents/guardians may be notified of irregular attendance via letters, phone calls, home visits, or possible truancy letters outlined by district chronic attendance protocols.

ATTENDANCE POLICY:
A reasonable attempt will be made by school personnel to contact a parent/guardian when a student is absent from one or more classes.
1. Parents/guardians are asked to call the students' school if they know the student will be absent during a certain day or days.
2. After ten (10) consecutive absences the student will be withdrawn from school and the parent/guardian will be required to re-enroll the student.

In accordance with Oregon school law, David Douglas Schools reserve the right to determine whether the absence is excused or unexcused.

EXCUSED/UNEXCUSED ABSENCES
Oregon School Law (ORS 339.065) states, "an absence may be excused by a principal or teacher if the absence is caused by the pupil's sickness, including the mental or behavioral health of the pupil; by the sickness of some member of the pupil's family, or by an emergency" and continues by stating "A principal or teacher may also excuse absences for other reasons where satisfactory arrangements are made in advance of the absence."

A student who has been absent because of illness or family emergency must be excused by a parent or guardian describing the reason for the absence within one school day after returning to school.

Absences other than those listed above will be unexcused. In order to receive credit, students and/or parents/guardians are expected to communicate with the teacher and keep abreast of the schoolwork that must be completed to fulfill the requirements of a course. Examples of unexcused
absences are:

- truancy (skipping);
- failure to communicate by a caregiver within one school day following the absence;

- leaving school during the day without properly checking out in the office;
- nonattendance on any school day that students organize as a “Skip Day”, such as “Senior Skip Day”, are not sanctioned or approved by school policy or by the administration;
- working on class projects instead of attending a regularly scheduled class.

If a student is absent two days or less, the student can pick up make-up work upon return. For extended absences (three days or more) parents/guardians can request that homework be sent home. Please give at least one day of notice to the school when requesting homework.

PREARRANGED ABSENCE POLICY

The David Douglas staff recognizes that all learning does not occur at school. We support student learning experiences that may take students away from campus for up to five school days per semester. For any excused absence, a student will be allowed an extension of at least one class period for each day absent.

ATTENDANCE STANDARDS

1. In order for a student to participate in a school activity, the student must attend school for the entire day. A student missing any class period on a day of participation must have administrative approval prior to being allowed to participate.
2. When a student anticipates a missed class due to a school activity, it is the student’s responsibility to notify the teacher at least one day in advance. It is the responsibility of the student to acquire the missed assignments, turn in the makeup work, and keep up with all assignments and class requirements.

Note: Please refer to your child’s school handbook for specific attendance information related to your child’s school.

BUSES

RULES FOR STUDENTS RIDING THE BUSES:

- Students being transported are under authority of the bus driver.
- Fighting and wrestling are prohibited on the bus.
- Students shall use the bus emergency door only in case of emergency.
- Students shall be at the bus stop on time during morning and evening pick-up times.
- Students shall not bring animals, firearms, weapons, skateboards, glass containers, balloons, or other potentially hazardous materials on the bus.
- Students shall remain seated while the bus is in motion.
- The bus driver may assign students' seats.
- When necessary to cross the street, students shall cross in front of the bus or as instructed by the bus driver.
- Students shall keep their hands, arms, and heads inside bus windows.
- Students shall have written permission from a parent/guardian or responsible adult to ride a different bus than normal and/or to leave the bus at other than their home or school.
- Students shall converse only with others next to them; loud or vulgar language is prohibited aboard the bus.
- Students shall receive permission from the bus driver prior to opening or closing windows.
- Students shall be courteous to the driver, to fellow pupils, and to passersby.
- Students who refuse to follow directions promptly from the driver or refuse to follow regulations may forfeit their privilege to ride on the buses.
- "Rules Governing Pupils Riding School Buses" are posted in all school buses.

Video cameras may be used to monitor student behavior on district transportation.

MISCONDUCT ON BUS OR AT BUS STOP:

Disciplinary action for not following expectations on the bus and at the bus stop will be administered at the school by the school principal or principal's designee (e.g. teachers, bus drivers, others).

Responses to bus conduct infractions will follow the same guidelines for disciplinary action specified in this handbook. In addition, there may be loss of riding privileges for up to ten consecutive school days at a time. Permanent loss of riding privileges may also occur.

Misconduct by a student which negatively impacts the safe orderly operation of the bus or school may cause a forfeit of the student's privilege to ride the buses.

Teachers or other authorized school district personnel shall accompany students on all field trips and shall assume responsibility for their conduct.

DANCES/SOCIALS

Dances are provided for the students in David Douglas schools so they can meet one another and participate in social activities. In order to provide a proper environment for these activities, David Douglas schools have no tolerance for inappropriate dancing. Freaking, grinding, and other sexual dancing is not appropriate for dances hosted by David Douglas schools. Students who choose to dance in this manner will be removed from the dance and will not receive a refund. If a student is removed from a dance, every attempt will be made to contact a parent/guardian. Repeated violations will result in loss of dance/social privileges.

DRESS CODE

The responsibility for the dress and grooming of a student rests primarily with the student and their parent(s) or guardian(s). The district's dress code is established to create a positive school culture and enhance academic success by providing a supportive learning environment, preventing disruption, and avoiding safety hazards. Student attire and grooming must permit the student to participate in learning without posing a risk to the health or safety of any student or school district personnel.

The district expects student dress and grooming to meet standards which ensure that either of the following conditions does not exist:

- disruption or interference with the classroom learning environment, and/or
- threat to the health and/or safety of the student concerned or of other students.

ALLOWABLE DRESS AND GROOMING:

•Students must wear clothing including both a shirt with pants, dress, skirt, or shorts, or the equivalent, and shoes.
•An adequate coverage of the body is required.

- Shirts and dresses must have fabric in the front, back, and on the sides.
- Clothing covering all private parts must not be see-through.
- Clothing must cover undergarments (straps excluded).

•Clothing must be suitable for all scheduled classroom activities including physical education, science labs, Career Technical Education workshops, and other activities where unique hazards exist.
•Hats and hoods
•Specialized courses may require specialized attire, such as sports uniforms or safety gear.

NON-ALLOWABLE DRESS AND GROOMING:

•Clothing and/or tattoos may not depict, advertise, or advocate the use of weapons, alcohol, tobacco, cannabis, or other controlled substances, pornography, sexual innuendo, nudity, or sexual acts.
•Clothing may not be associated with gang affiliation or depict hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other individual and/or group(s) of people.
•Sunglasses, costume masks, or other disguises may not inhibit the identification of an individual during all school activities.

PARENT/GUARDIAN RESPONSIBILITY:
The responsibility for the dress and grooming of a student rests primarily with the student and the student's parent(s)/ guardian(s). It is expected that all parent(s)/guardian(s) review our district dress code with their student(s) at the beginning of each school year.

STUDENT RESPONSIBILITY:
All students are responsible for complying with the district dress code during school hours and while representing the school (e.g., athletics, activities, etc.).

STAFF RESPONSIBILITY:
All staff are responsible to equitably enforce our district dress code, teachers, administrators, and all school staff must be notified at the beginning of the school year in regards to its purpose and spirit, and how to enforce it in a way that does not shame students or disproportionately impact certain student groups. Staff should be guided by the dress code and follow the letter and spirit of the dress code.

ENFORCEMENT:
In no circumstance shall an adult speak with a student about a dress code violation in front of other students unless it involves the removal of a hat, hood, any other head covering, sunglasses, and/or masks.

- Students found in violation of these standards may be asked to change the clothing that does not meet the Standard.
- Staff discussing a dress or grooming violation with a student should present options for obtaining alternative clothing that meets the dress code (e.g., extra clothes in locker/backpack, school clothes closet, etc.)
- When possible, students will be provided the opportunity to wear school-owned replacement garments. Students should never be required to wear specific garments as a disciplinary measure.
- If the student does not have extra clothing to change into, they may be asked to call home and have parent(s) or guardian(s) bring appropriate clothing. Every attempt will be made to minimize a loss of instructional time.

DRUGS AND ALCOHOL/ POSSESSION, USE OR DISTRIBUTION OF

A posted Drug Free Zone exists around the David Douglas Schools. Drug Free Zone means, "Unlawful manufacture or delivery of a controlled substance within 1,000 feet of a school is a class A felony" (ORS 475.904).

David Douglas Schools consider distribution, possession, and/or use of alcohol or drugs, or possession of drug paraphernalia, by a student to be a serious violation of policy. Students will be subject to disciplinary measures if an infraction occurs.

- The possession, sale or supply of any alcohol, narcotic, drug, counterfeit drug or controlled substance on or about the school premises or at any school-sponsored activity is prohibited.
- The possession of any drug paraphernalia containing drug residue on the school premises or at any school-sponsored activity is prohibited.
- A student shall not use, transmit, or be in possession by consumption of any narcotic drug, hallucinogenic drug, amphetamine or amphetamine look-alike, barbiturate, cannabis, alcohol or intoxicant of any kind, a look-alike drug or prescription drug represented as an illegal drug, herbs, vitamins, energy pills, and energy drinks on or about the school premise or at any school-related activity.

TOBACCO AND NICOTINE:

No student shall possess, use, or distribute any tobacco or nicotine products on David Douglas School District property or in any area within 1,000 feet of the school grounds or while attending or participating in school sponsored activities. This policy is based on the law passed by the 1991 Oregon Legislature (HB 3590). The law also states that school personnel are accountable for carrying out this mandate. Thus, school personnel will confiscate tobacco products and tobacco burning devices from students.

Tobacco includes, but is not limited to, any lighted or unlighted cigarette, cigar, pipe, clove cigarette, electronic or vapor cigarette, any smoking product or spit tobacco product, such as smokeless tobacco, dip, chew, or snuff, in any form. All parties on or about District properties including buildings, grounds, vehicles, and any other property prohibit the use of these products.

The possession or distribution of tobacco products and tobacco paraphernalia (e.g., lighters, rolling papers) shall be prohibited on or about District properties including buildings, grounds, vehicles, and any other property by all students, regardless of age.

We realize that the tobacco policy may create a hardship for students who use tobacco. David Douglas schools will extend help to those who would like to quit using any kind of tobacco product. Students who are interested in this kind of help should contact their school counselor.

Violators of the drug/alcohol/tobacco policy will be referred to an administrator. Multiple offenses may result in a referral to a school counselor for assistance. Students who continue to violate the drug/alcohol policy will be subject to suspension or expulsion.

DUTY OF STUDENTS

"Public school students shall comply with the rules for the government of such schools, pursue the prescribed course of study, use the prescribed textbooks, and submit to the teacher's authority...willful disobedience, open defiance of the authority of a school employee," or "the use of profane or obscene language is sufficient cause for discipline, suspension or expulsion from school" (ORS 339.250).

Arson - The intentional setting of fire.

Assault - Intentional physical threats or violence to persons.

Bias Incident - A person's hostile expression of animus toward another person, relating to the other person's perceived race, color, religion, gender identity, sexual orientation, disability or national origin, of which criminal investigation or prosecution is impossible or inappropriate. Bias Incidents may include derogatory language or behavior directed at or about any of the preceding demographic groups (OAR 581-022-2312).

Building Rules - Building principals may develop reasonable published rules for the operation of their building in addition to, but not in conflict with, the regulations in this document. Violation of any of the rules described in the preceding sections may lead to disciplinary action.

Burglary - Breaking and entering with intent to commit a crime.

Threats of Violence - Verbal or written threats of violence.

Closed Campus - All students are to remain on the school grounds during the school day unless excused by the school office. Food delivery services are prohibited.

Criminal Acts - The commission of, or participation in, activities prohibited under the laws of the State of Oregon, in school buildings, on school property, or any school-sponsored activities is prohibited. The school, regardless of whether or not criminal charges result, may take disciplinary action.

Dangerous Objects - Weapons and replicas of weapons are forbidden on school property. Weapons shall include, but not be limited to, firearms, knives, metal knuckles, straight razors, explosives, noxious/irritating or poisonous gasses, poisons, drugs or other items, which under the circumstances in which they are used, attempted to be used, or threatened to be used, are readily capable of causing death or physical injury.

Any loaded or unloaded firearm or weapon possessed on or about a student while on district property is subject to seizure or forfeiture.

Incidents of students possessing weapons will be reported to the student's parent(s)/guardian(s) and shall be reported to the police. As required by law (under V.S.F. 921, ORS 161.015, ORS 339.115, and other applicable laws), appropriate disciplinary and/or legal action up to and including expulsion for one year or more will be taken against students who possess weapons and with students who assist possession in any way.

Weapons under the control of law enforcement personnel are permitted. The superintendent may authorize other persons to possess weapons in school buildings. The superintendent may prescribe special conditions or procedures to be followed before giving such authorization.

Displays of Affection - A public display of affection beyond common social gestures in any David Douglas school building or anywhere on campus is not acceptable behavior. Students may receive redirection about excessive displays of affection. If the unacceptable behavior continues, the student may be referred to an administrator for further appropriate consequences.

Disruptive Conduct - Disruptive or abusive conduct that deprives other students of their right to learn is prohibited (ORS 339.250).

Extortion, Blackmail, or Unlawful Coercion - Obtaining money or property by violence or threat of violence, or forcing someone to do something against his/her will by force or threat of force, or by threatening to accuse another of a crime.

Financial Responsibility - Parents of students committing malicious mischief are liable for expense of repair (ORS 339.270).

Inappropriate Touching - Inappropriate touching is any physical contact that causes another person to feel uncomfortable. Inappropriate touching can be intended or unintended. If a student experiences inappropriate touching the student should tell an adult as soon as possible.Repeated offenses will result in suspensions and possible expulsion.

Larceny - Theft.

Loitering - Not having any reason or relationship involving custody of, or responsibility for, a student, or upon inquiry not having a specific, legitimate reason for being on school premises.

Malicious Mischief - Damage to buildings, fences, trees or other parts of school property, including cutting, marking or defacing in any manner.

Physical Aggression - Physical aggression is physical contact with the intention of threatening and/or harming any individual. Physical aggression is an overt action, which may include pushing, shoving, bumping nudging, and/or any physical action intended to intimidate another individual. Repeated offenses will result in suspensions and possible expulsion.

Physical Force -
1. At school or any school activity, an individual who is a teacher, administrator, school employee, or school volunteer may use reasonable physical force upon a student when and to the extent it is necessary to prevent a student from doing harm to himself or herself, others, or to district property. In addition, employees may use reasonable physical force upon a student when and to the extent the employee reasonably believes it necessary to maintain order in the school or classroom or a school activity or event, whether or not it is held on school property.
2. The authority to discipline a pupil does not authorize the infliction of corporal punishment, defined as the willful infliction of, or willfully causing the infliction of physical pain, on a pupil (ORS 339.250).
3. Physical restraint and/or seclusion are only permitted as part of a behavior support plan when other less restrictive interventions would not be effective and the student's behavior poses a threat of imminent, serious, physical harm to the student or others (OAR 581-021-0061).

Robbery - Stealing from individuals by force or threat of force.

Sale, Use, or Possession of Alcoholic Beverages or Illegal Drugs - Participation in this illegal activity on the school premises, or while attending school-sponsored activities, will result in immediate suspension with possible expulsion.
School-Sponsored Events - Students at all school-sponsored events shall be governed by school district rules and regulations and are subject to the authority of school district officials whether the event occurs on or off school grounds.

Search and Seizure -
1. General search of school properties, including but not limited to, lockers and desks may occur at any time without students present; illegal items or items belonging to the school may be seized.
2. Individual searches of school property assigned to a student should be limited to a situation where there is reasonable cause to believe the student is secreting evidence of an illegal act or rules violation.
3. Illegal items, or items prohibited by district regulations, or other possessions reasonably determined to be a threat to the safety or security of the possessor or others may be seized by the school officials.
4. Items used to disrupt or interfere with the educational process may be temporarily removed from the student's possession.
5. All items seized will be made available for return to the owner or the proper authority.

Trespass - Being present in an unauthorized place or refusing to leave when ordered to do so by duly constituted authority.

Unlawful Interference With School Authorities - Interference with administrators or teachers by force or violence, or any unlawful coercion.

Unlawful Intimidation of School Authorities - Interfering with administrators or teachers by intimidation with threat of force or violence, or any unlawful coercion.
Duty of Pupils

FREEDOM OF EXPRESSION AND ASSEMBLY

FREEDOM OF SPEECH AND ASSEMBLY:

- Students may verbally express their personal opinions, but these opinions shall not be allowed to interfere with the rights of others to express themselves. The use of obscenity, personal attacks, or threats of harm to persons, property, or reputation is prohibited.
- All student meetings on school property may function only as part of the normal educational process or as authorized by the principal or the principal's duly appointed representative.
- Students have the freedom to assemble peacefully; however, conducting or participating in any assembly which interferes with the operation of the school or classroom is prohibited.

FREEDOM TO PUBLISH:

1. **Statement of Intent** -

The process of educating students for a responsible democratic society requires reasonable opportunity for them to exercise the rights of freedom of speech and expression in the context of the public school environment. The primary purpose of all school publications is that of an instructional tool in the educational process.

Students are entitled to express their personal opinions in writing. These opinions shall not interfere with or disrupt the educational process or infringe upon the rights of others. The author must sign such written expressions. The time and place for the distribution of such material is subject to individual building rules.

The purpose of this policy is to ensure the exercise of these rights with due regard to the rights of others and the need for reasonable restrictions in the operation of the public school system.

In order to provide this experience for students, the board establishes the following policies to be supplemented by administrative rules and regulations as reasonably required:

2. **Publication Rights and Responsibilities** -

Students of the district have the right to participate in the production of official school publications that emanate from a school class or school activity under the direct supervision of an assigned teacher. School publications include, but are not limited to, newspapers and yearbooks.

School publications must follow established journalistic procedures, including the requirement of signed authorship on all articles and letters to the editor expressing opinions. Editorial opinion is the responsibility of the editorial staff. The principal must approve school publications or the principal's designated representative prior to distribution.

All school newspaper publications must provide ample opportunity for the expression by students of divergent viewpoints taking the age levels of the students and standards of the community into consideration.

3. **Publication Prohibitions** -

In the exercise of the student rights described above, no student shall publish, distribute or post materials which:

A. are offensively lewd, indecent, or obscene to minors according to current legal definitions;
B. are libelous according to current legal definitions;
C. would materially and substantially interfere with schoolwork or discipline;
D. would violate the rights of others, including the right to privacy;
E. encourage actions that endanger the health or safety of others;
F. incite students to commit unlawful acts on school premises or violate lawful school regulations or disrupt the orderly operation of the school;
G. express or advocate racial, ethnic, or religious prejudice so as to create a danger of commission of

H. unlawful acts on school premises or of the violation of lawful school regulations or of the
I. substantial disruption of the orderly operation of the school;
J. are distributed in violation of the time, place, and manner requirements, and/or
K. are plagiarized.

4. **Determination of Appropriateness** -

- The advisor shall review and approve each article prior to its publication to determine if it satisfies the conditions of these guidelines.
- No copy may be censored except for reasons specifically listed in these guidelines.
- The responsibility to implement these guidelines in accepting or rejecting material submitted for publication rests with the advisor. In the event that a student disagrees with the advisor's decision, the matter may be submitted to the Publications Review Board for resolution, and the article withheld from publication until the matter is resolved.

5. **Publications Review Board** -

The principal shall designate a Publications Review Board to review material and exercise administrative responsibilities as required by this policy. The Publications Review Board shall consist of the ASB president or designee, the faculty advisor, and an administrator appointed by the principal. Decisions of the Review Board may be appealed to the superintendent. The superintendent's decision shall be final.

6. **Publications Violation** -

Known violation of this policy by any student may result in disciplinary action.

7. **Advertising Policy** -

Commercial advertising or solicitations will be permitted on school property only if they are related to school functions and have the approval of the superintendent or the superintendent's designee. School publications shall not contain advertisements which:

A. promote activities that are illegal and/or in violation of school policy;
B. promote actions that would disrupt the orderly operation of the school or threaten the health and safety of students or staff;
C. contain material which is libelous, deceptive, or offensively lewd, indecent, or obscene, and/or promote use of alcohol, drugs and tobacco products.

8. **Off Campus Publications** -

Written materials not produced by students of a district school must have the approval of that school's principal before they may be distributed.

9. **Right to Petition** -

Students have the freedom to petition for a change in school policies and regulations; circulation of petition is subject to individual building rules.

HARASSMENT

David Douglas School District's policy on harassment is based on the principle that respect and tolerance are essential for a positive and productive learning environment. Furthermore, the policy is supported by a district policy that specifically prohibits harassment, as well as state and federal regulations that hold schools liable for not processing complaints vigorously and fairly. David Douglas School District staff will be vigilant and proactive in defining, identifying, and instituting techniques to prevent harassment and will not condone racial, ethnic, sexual, gender based/transgender or any other kind of harassment. Specifically harassment is defined as follows:

"Harassment, intimidation or bullying" means any act that:
a) substantially interferes with a student's educational benefits, opportunities, or performances;
b) takes place on or immediately adjacent to school grounds, at any school-sponsored activity, on school provided transportation, while using school property, or at any official school bus stop;
c) has the effect of:

- § physically harming a student or damaging a student's property;
- § knowingly placing a student in reasonable fear of physical harm to the student or damage to the student's property;
- § creating a hostile educational environment, including interfering with the psychological wellbeing of a student, or

d) may be based on, but not limited to, the protected class status of a person.
"Protected class" means a group of persons distinguished, or perceived to be distinguished, by race, color, religion, sex, sexual orientation, national origin, marital status, familial status, source of income, or disability (ORS 339.351).

1. Intimidation / Bullying: Behavior that substantially interferes with a student's educational benefits. Such behaviors might include, but are not limited to, making inappropriate comments to or about someone, telephoning in an inappropriate manner, baiting, calling names, or encouraging others to do so (ORS 339.351).

2. Cyberbullying: The use of any electronic communication device to harass, intimidate, or bully. Cyberbullying may include the distribution of emails, flyers, photos, posts on social media and other related apps, and text messages.

3. Racial / Ethnic: Any written or verbal comment that disparages a person's race, religion, and/or ethnic origin will be considered to be harassment. Some examples of this are crude remarks written on a student's locker or spoken in the hall, passing a note that contains racial/ethnic slurs, etc. Appropriate disciplinary action will be taken against the harasser;

4. Sexual Harassment: The David Douglas School District is committed to maintaining a learning environment free of sexual harassment. For purposes of these guidelines, the following behaviors by one student to another, by a staff member to a student, or by a student to a staff member may be defined as sexual harassment:

- unwelcome sexual flirtations, advances, or propositions;
- graphic verbal or written commentaries about an individual's body or attire (e.g., graffiti with sexual personal messages or a drawing of suggestive objects on a notebook);
- sexually explicit or offensive joking;
- snapping of bra straps or pulling on any other kind of underwear;
- pulling down gym clothes or other type of clothing;
- touching or grabbing private parts or genitalia;
- making unwelcome and suggestive sexual remarks;
- subtle pressure or requests for sexual favors;
- other verbal, visual, or physical conduct of a sexual nature, and/or
- any written or verbal comment that disparages an individual's sexual orientation, gender, gender identity or gender expression.

HARASSMENT COMPLAINT PROCEDURE:

Any individual who believes they have been subjected to harassment should immediately report the incident to the nearest school staff person or go directly to the office or a counselor to report the incident. If the report has been made to a counselor or staff person, the counselor or staff person must report it to an administrator. The administrator will investigate the complaint following school board policy.

INTERNET ABUSE/ELECTRONIC DEVICES

USE OF INTERNET:
The computers and computer network at David Douglas Schools are resources for students. It is expected that students will treat all school electronics with care and respect. David Douglas computers are connected to local networks and the Internet. A small part of the Internet may contain material that a parent/guardian and/or students may find objectionable.

Unauthorized or inappropriate use of the Internet and/or computer, copier, or printer is not permitted. Computers are to be used for school assignments only. Any other use, including but not limited to, inappropriate use of the Internet, playing games, or personal email is not allowed. Loss of computer privileges may result from such conduct.

CYBERBULLYING:
Cyberbullying is the use of any electronic communication device to convey a message in any form (text, image, audio, or video) that defames, intimidates, harasses, or is otherwise intended to harm, insult, or humiliate another in a deliberate, repeated, or hostile and unwanted manner under a person's true or false identity. David Douglas School District will not tolerate cyberbullying. (See Harassment)

ELECTRONIC DEVICES:
All cell phones and other personal electronic devices—including earbuds and headphones—must be turned off and put away during the school day.

If a device is visible or in use during school hours:

- **First offense:** The device may be confiscated.
- **Second offense:** A parent/guardian may be required to pick up the device from school.

Personal electronic devices, as well as other amplified devices such as laser pointers and cameras, are considered distractions to the learning process when displayed during school hours.

In July 2025, Governor Tina Kotek issued Executive Order No. 25-09, requiring all Oregon school districts to adopt policies restricting personal electronic device use from the start to the end of regular instructional hours. A **"personal electronic device"** is defined as any portable, electrically powered device capable of:

- Making or receiving calls
- Sending or receiving text messages
- Accessing the internet independently of the school's network

Electronic devices used inappropriately may be confiscated during school hours. Any device used during the course of an investigation may be subject to a search of its contents.

Students bring electronic devices to school at their own risk. The school is not responsible for lost or stolen items.

Student Technology Acceptable Use Policy
Elementary

WHAT IS THE AUP?

AUP stands for "**Acceptable Use Policy."** It means that you agree to only do **"acceptable**" things when you are using computers at school. The David Douglas School District (DDSD) has rules that all students have to follow when they use the Internet. The "Acceptable Use Policy" tells you and your parents what is "acceptable" and okay to do on the computers.

WHY HAVE AN AUP?

A lot of people use DDSD computers. We need to make sure that everyone feels comfortable and safe using the network. We all also need to make sure that our computers and printers are in working order for everyone to use.

WHY DO I HAVE TO BE RESPONSIBLE FOR WHAT I DO ON THE COMPUTERS AT SCHOOL?

Using the Internet in school is a **privilege not a right.** The DDSD **Schools' network, web pages, and email accounts** are NOT private. DDSD staff are able to "**monitor**" everything you do on the school computers. This means someone can read what you write and see the web pages that you visit. THINK -- before you do anything online that you would not want your teachers or parents to see.

WHAT HAPPENS IF I DON'T FOLLOW THE RULES IN THE AUP?

The DDSD has **"consequences**" or punishment for students who use the Internet in unacceptable ways. Just like when someone breaks classroom rules, there are "consequences if you don't follow the rules in the AUP rules. You need to report to a teacher or another adult anything you see online that does not follow the rules listed in the AUP. If you do not follow this policy, you can lose your computer privileges in school.

STUDENT COMPUTER ACCESS INCLUDES:

Online activities that support student learning. Students will have access to online curriculum, online interventions, Google Docs including email accounts for specific purposes and ages, and other educational resources

STUDENT SAFETY:

Internet filtering services are provided by the Multnomah ESD and the DDSD to help online security for students and staff. While DDSD makes every effort to protect students from online danger, it is important that students read, understand, and follow the 'STUDENT ACCESSIBILITY' Guidelines. DDSD strictly prohibits the use of generative Artificial Intelligence (AI) programs to bully or impersonate other students or staff (deep fakes, etc.).

Student Acceptable Use In Elementary

1. I AM RESPONSIBLE FOR MY PASSWORD AND ONLINE ACCOUNTS. I will not give my **password** to other students. I will **log off** from my **account** when I am finished. If I see another person's work on a computer screen, I will tell an adult. I will wait to use the computer until an adult has removed the material.

2. I AM RESPONSIBLE FOR MY LANGUAGE. I will only use language on the Internet and in my school email that I would use in class with my teacher. I will not use bad words when I use a computer.

3. I AM RESPONSIBLE FOR HOW I TREAT OTHER PEOPLE. I will not write anything mean or hurtful to another person. I will not be a bully or make fun of anyone. I will not "**stalk**" any person online or by text message. I will tell a teacher if I see anything hurtful to another student online.

4. I AM RESPONSIBLE FOR MY USE OF THE SCHOOL COMPUTERS.

- I will not look for web pages with pictures, words, or sounds that are not **appropriate** in school. I will not look for web pages or documents about sex, violence, or weapons.
- I will not **download** any files, including music and video files, unless a teacher gives me permission.
- I will not try to change security settings or install any software on school computers without permission.

5. I AM RESPONSIBLE FOR PROTECTING SCHOOL PROPERTY. I will not intentionally damage school computers.

6. I AM A RESPONSIBLE MEMBER OF MY SCHOOL WHEN I AM ONLINE. I will not write anything or post pictures or videos that are hurtful **or embarrassing** to anyone.

7. I AM RESPONSIBLE TO BE HONEST ABOUT WHO I AM ONLINE. I will not pretend to be anyone else online. I will not send email, create an account, or post any words, pictures, or sounds using someone else's name. I will not use another person's login name or password.

8. I AM RESPONSIBLE FOR PROTECTING OTHER PEOPLE'S PROPERTY ONLINE. I will not "**plagiarize**, which means using others' work as my own, including the products of AI.. When I use information from a website, I need to let people know where I got the information. I will cite my sources. I will obey **copyright laws** and will not download words, pictures, video, or music that belongs to someone else.

9. I AM RESPONSIBLE FOR FOLLOWING SCHOOL RULES IF I **PUBLISH** ANYTHING ONLINE. I will not publish any material on a school or district **website, blog, or discussion group** without permission. I will not publish a picture, including my own, with the person's first or last name in the caption.

10. I AM RESPONSIBLE FOR PROTECTING SCHOOL COMPUTERS. I will not break, destroy, or modify the configuration of any district computer equipment on purpose. I will not move any equipment, including keyboards and mice, without permission. In the event of lost of damaged student technology resources, the following fee schedule may be applied:

Chromebook Charger Loss: students will pay a $20 replacement fee

Chromebook Damage:

1. First repair: The DDSD will pay for the repair
2. Second repair: The student will pay $50
3. Third repair: The student will pay $75
4. Fourth repair: The student will pay $150

Chromebook Loss or Irreparable Damage:

- The student will be charged $300 for each lost or irreparably damaged Chromebook.
- If a student leaves the DDSD but does not return the device, they will be fined for the full replacement cost, and standard rules for the restriction of records and transcripts will apply.

If a lost or stolen device is later recovered in working condition, the fees will be refunded.

Student Violations of Technology Acceptable Use Policy Could Result in:

- Notification of parents
- Suspension of computer privileges
- Detention, suspension, expulsion from school and school-related activities
- Legal action and/or prosecution

Student Technology Acceptable Use Policy Acknowledgement - Elementary

By signing the Acceptable Use Policy, parents/guardians acknowledge the following rules and conditions:

Parent or Guardian:
As the parent or guardian, I have read the above DDSD Acceptable Use Policy and I have discussed it with my child. I understand that computer access is provided for educational purposes in keeping with the academic goals of the DDSD, and that student use for any other purpose is not allowed. I recognize it is impossible for the DDSD to restrict access to all inappropriate materials, and I will not hold the school or district responsible for materials acquired on the school network. I understand that children's computer activities at home should be supervised as they can affect the academic environment at school.

Parent or Guardian's Name (please print)_____

Parent or Guardian's Signature _____**Date**_____

Student Name (please print) _____

Student Technology Acceptable Use Policy
Grades 6-12

COMPUTER USE AND ONLINE ACCESS:

The David Douglas School District provides a wide range of technology resources for student use. These resources are to be used only for educational purposes. This agreement outlines appropriate use and prohibited activities when using all technology resources and electronic devices as defined by school administrators. Every student is expected to follow all of the rules and conditions listed, as well as those given verbally by teachers and administrators, and to demonstrate good citizenship and ethical behavior at all times.

STUDENT SAFETY:

The David Douglas School District uses a filtering system to track and monitor all computer and Internet use on our network. The system is designed to prevent access to educationally inappropriate sites.

It is important to understand that no filtering system is perfect. Due to the nature of the Internet and evolving technology, even with supervision, we cannot guarantee that students will not reach an inappropriate site. It is the student's responsibility to report any inappropriate site to the teacher.

UNACCEPTABLE USES:

Below are examples, but not an exhaustive list, of online conduct that may constitute a violation of federal and/or state criminal laws relating to cyber-crimes:

Criminal Acts: These include, but are not limited to, "hacking" or attempting to access computer systems without authorization, threatening/harassing email, cyber-stalking, child pornography, vandalism, unauthorized tampering with computer systems, using misleading domain names, using another person's identity and/or identity fraud.

Libel Laws: Publicly defaming people through publishing material on the Internet, email, etc. This may include but is not limited to using generative Artificial Intelligence (AI) to impersonate or bully another student or staff member (deep fakes, etc.).

Copyright Violations: Copying, selling or distributing copyrighted material without the express written permission of the author or publisher (users should assume that all materials available on the Internet are protected by copyright), engaging in plagiarism (using other's words or ideas as your own).

STUDENT COMPUTER AND ONLINE RESPONSIBILITY:

Every student is expected to follow the school rules as well as the rules and conditions listed below. It is expected that students will show good citizenship and ethical behavior at all times.

1. I AM RESPONSIBLE FOR MY ONLINE ACCOUNTS AND Google SUITE ACCOUNT. I understand that passwords are private and that I should not share my password with anyone. I understand that I am responsible for all activities done through my account. I will not allow others to use my account name and password, or try to use that of others. I understand that I will be in violation of the law if I attempt to electronically capture another person's password. I understand that it is important to log off the computer at the end of every session so another user cannot use my password.

2. I AM RESPONSIBLE FOR MY LANGUAGE. I will not use profanity, vulgarities, racial slurs or any other inappropriate language as determined by school administrators in my email messages, online postings, and other digital communications with others.

3. I AM RESPONSIBLE FOR HOW I TREAT OTHER PEOPLE. I will use email, Google Apps, and other means of communications (e.g. blogs, wikis, chat, instant-messaging, discussion boards, etc.) responsibly. I will not send or post hateful or harassing mail, make discriminatory or derogatory remarks about others, or engage in bullying, harassment, or other antisocial behaviors while in school or out of school.

4. I AM RESPONSIBLE FOR MY USE OF THE DAVID DOUGLAS SCHOOL DISTRICT NETWORK.

5. I will use school computer resources responsibly. I will not search, retrieve, save, circulate or display hate based, offensive or sexually explicit material. I will not search, retrieve, save or circulate images or information about weapons using any District computer resources unless authorized by school administrator/teacher as part of a school assignment. I will not hack or access other student's accounts. I understand the use of the David Douglas network for illegal or commercial activities is prohibited.

6. I AM RESPONSIBLE FOR MY CONDUCT ON ALL ONLINE SITES. I understand that what I do on social networking websites should not negatively impact the school learning environment and/or my fellow students, teachers and administrators.

7. I AM RESPONSIBLE TO BE HONEST WHILE I AM ONLINE. I understand that impersonating, spoofing, or pretending to be someone else is forbidden. This includes, but is not limited to, sending out email, creating accounts, using generative AI to impersonate someone else (deep fakes, etc.) or posting messages or other online content (e.g. text, images, audio or video) in someone else's name.

8. I AM RESPONSIBLE FOR PROTECTING THE SECURITY OF THE DAVID DOUGLAS NETWORK. I will not attempt to bypass security settings or Internet filters, or interfere with the operation of the network by installing illegal software including file sharing, shareware, or freeware on school computers.

9. I AM RESPONSIBLE FOR RESPECTING OTHER PEOPLE'S PROPERTY ONLINE. I will obey copyright laws. I will not plagiarize or use other's work without proper citation and permission. I will not illegally download materials protected by copyright including, but not limited to, music and movies.

10. I AM RESPONSIBLE FOR PROTECTING SCHOOL PROPERTY. I understand that vandalism is prohibited. This includes but is not limited to accessing, modifying, or destroying equipment, programs, files, or settings on any computer or technology resources. I understand that I need authorization from a school administrator/teacher to use personal electronic devices that I bring to school, including, but not limited to, memory storage devices (i.e. USB drives). In the event of lost of damaged student technology resources, the following fee schedule may be applied:

Chromebook Charger Loss: students will pay a $20 replacement fee

Chromebook Damage:

1. First repair: The district will pay for the repair
2. Second repair: The student will pay $50
3. Third repair: The student will pay $75
4. Fourth repair: The student will pay $150

Chromebook Loss:

- The student will be charged $300 for each lost Chromebook.
- If a student leaves the District but does not return the device, they will be fined for the full replacement cost, and standard rules for the restriction of records and transcripts will apply.

If a lost or stolen device is later recovered in working condition, the fees will be refunded.

Student Violations of Technology Acceptable Use Policy Could Result in:

- Notification of parents
- Suspension of computer privileges
- Detention, suspension, expulsion from school and school-related activities
- Legal action and/or prosecution

Student Technology Acceptable Use Policy Acknowledgement - Grades 6-12

By signing the Acceptable Use Policy, students and parents/guardians acknowledge the following rules and conditions:

Parent or Guardian:

As the parent or guardian, I have read the above David Douglas Acceptable Use Policy and I have discussed it with my child. I understand that computer access is provided for educational purposes in keeping with the academic goals of t h e District, and that student use for any other purpose is not allowed. I recognize it is impossible for the David Douglas School District to restrict access to all inappropriate materials, and I will not hold the school responsible for materials acquired on the school network. I understand that children's computer activities at home should be supervised as they can affect the academic environment at school.

Parent or Guardian's Name (please print)_____

Parent or Guardian's Signature _____**Date**_____

Student:

I understand and will obey the rules of the David Douglas School District Acceptable Use Policy. I will use District technology resources productively and responsibly for school-related purposes. I will not use any technology resource in such a way that would be disruptive or cause harm to other users. I understand that consequences of my actions could include possible loss of computer privileges and/or school disciplinary.

Student's Name (please print)_____

Student Signature: _____ **Date**_____

THREATS TO DISTRICT EMPLOYEES OR STUDENTS

David Douglas School District School Board is committed to promoting healthy relationships and a safe learning environment. To this end, David Douglas School District will not tolerate any form of threats, targeted lists, intimidation, harassment, or coercion directed against district employees or students. Expulsion of one year may be strictly enforced.

Staff must report to the administrator any student who exhibits one or more of the following violence risk behaviors:

- threats to kill someone using a weapon or dangerous instrument;
- exhibits violent behavior in the classroom or any area of the school grounds, and/or
- threatens violent behavior in the classroom or area of the school grounds.

Violent behavior means physical violence against another human being that inflicts serious injury or death.

When a student makes a threat or exhibits behavior, the procedures outlined below are followed:

1. Staff member(s) observing the behavior or are made aware of the behavior will report the situation to a building administrator immediately.
2. The building administrator will immediately remove from the classroom setting any student who has threatened to injure another person or to severely damage school or employee property.
3. The student will be placed in a non-classroom setting where the behavior will receive immediate attention from the building principal or designee.
4. The administrator or designee will investigate the threat to determine the credibility of the threat. During the investigation period the student will remain under that supervision of the administrator or designee.
5. The administrator will follow county behavioral response assessment protocols and will first notify the Superintendent's Office and then the Student Services Office. After the location and the student is secure, pending guidance from Student Services, then the parent(s)/guardian(s) of the student if the threat is deemed credible.
6. A credible threat of violence may result in suspension from school and possible expulsion. The employee against whom the threat is made and the employee who reported the threat will be notified of the District's decision unless prohibited by statute.
7. Safety assessments will be required for students who have made a credible threat of violence before the student is allowed to return to the classroom setting.
8. The administrator will meet with the employee against whom the threat was made and the employee's representative to discuss the results of the assessment unless prohibited by state and federal law.
9. The administrator shall notify students and school employees who are the subject of credible threats of violence of these threats in a timely manner. Notification shall be attempted by telephone or in person within 12 hours of learning of the threat. A written follow-up notification shall be sent within 24 hours of learning of the threat.

WEAPONS

FEDERAL LAW

The United States Gun-Free Schools Act of 1994 provides that any student found to have brought a firearm to school must be expelled for not less than one (1) calendar year. A firearm as defined under Section 921 of Title 18 of the United States Code includes the following:

- any weapon which will, or is designed to, or may readily be converted to, expel a projectile by the action of an explosion;
- the frame or receiver of any weapon described above;
- any firearm muffler or firearm silencer;
- any explosive, incendiary, or poison gas:
    - bomb;
    - grenade;
    - rocket having a propellant charge of more than four ounces;
    - missile having an explosive or incendiary charge of more than one-quarter ounce;
    - mine, or
    - similar device;
- any weapon which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, or any combination of parts either designed or intended for use in converting any device into any destructive device described in the two immediately preceding examples, and from which a destructive device may be readily assembled.

STATE LAW

Oregon law requires school districts to expel students who bring and/or possess deadly weapons to school for a period of not less than one calendar year, which is subject to limited modification on a case-by-case basis. Such expulsions shall be reported to law enforcement.

Under the Oregon statute, “deadly weapon” is defined as “any instrument, article, or substance specifically designed for and presently capable of causing death or serious physical injury.” This includes, but is not limited to firearms, noxious gasses, knives, chains, brass knuckles, blackjacks, and bombs.

Oregon law requires school districts to expel students who use, attempt to use, or threaten to use dangerous weapons on school property or at school events or activities for a period of not less than one (1) calendar year, which is subject to limited modification on a case-by-case basis. Such expulsions shall be reported to law enforcement.

Under the Oregon statute, “dangerous weapon” is defined as meaning “any weapon, device, instrument, material, or substance which under the circumstances in which it is used, attempted to be used, or threatened to be used, is readily capable of causing death or serious physical injury.” This includes, but is not limited to pens, pencils, compass, rat-tail comb, ice pick, air gun, BB gun, mace, pepper spray, and chains.

DISTRICT POLICY

Weapons, replicas, and weapon-related activities are prohibited in the schools, on school grounds, at school activities, and school sponsored activities. Violations of David Douglas School District rules are subject to all consequences including expulsion. No person shall have on School District property any weapon, explosive, or incendiary device, including:

- **Anything used as a weapon with intent to commit or cause bodily harm**
  Prohibited items are subject to confiscation by school officials.
- **Firearms/Dangerous Weapons**
  Shall include but are not limited to: pellet guns, BB guns, paint guns, rifles, slingshots, blowguns, dart guns, shotguns, handguns and starting pistols, stun guns and tasers, and shall include the frame or receiver of any such weapon.
- **Knives and Shanks/Cutting & Stabbing Instruments**
  All cutting edges or stabbing instruments of any size are prohibited.
- **Mace/Pepper Spray/Air Horns**
  Mace is considered a weapon and may not be brought into a school facility. If mace is utilized at school the weapons policy may be enforced.

Federal and State Law require expulsion of students for one calendar year (David Douglas School District recognizes one calendar year as 365 days) under the following circumstances:

- bringing firearms, and/or possessing firearms at school, on school grounds, at school activities, and at school sponsored activities (ORS 339.250 (7));
- bringing deadly weapons and/or possessing deadly weapons in school, on school grounds, at school activities, during school hours, and school-sponsored activities, and/or
- school administrators will adhere to all IDEA language if the student in question has a disability
- IDEA allows the District to unilaterally move a student with a disability who brings a firearm to school to an interim alternative education placement for a maximum of 45 calendar days.

Using, attempting to use, or threatening to use dangerous weapons at school or at school-sponsored activities could result in expulsion for up to one calendar year.

Any weapon or replica possessed on or about a person while on District property or at school activities or events is subject to seizure and/or forfeiture.

Student possession of weapons will be reported to the student's parent(s)/guardian(s) and may be reported to law enforcement. Appropriate disciplinary and/or legal action will be taken against students who possess weapons and students who assist weapons possession in any way.

The law allows the District to unilaterally move a student with a disability who brings a firearm to school to an interim alternative education placement for a maximum of 45 calendar days.

Note: David Douglas School District does not exempt antique firearms, rifles, fireworks, and other devices.

RESPONSIVE RESTORATIVE PRACTICES IN THE DAVID DOUGLAS SCHOOLS DISTRICT

The David Douglas School District is committed to:

- knowing, caring for, and establishing positive relationships with students;
- supporting the whole child;
- teaching the development of positive social, emotional, and behavioral skills to students;
- using a variety of ways to shape behavior once harm has occurred, instead of relying on exclusionary practices;
- partnering with families, other staff, and community based organizations in the event that a disciplinary action has occurred;
- examining their own implicit bias, while working from culturally and trauma responsive lenses that utilize verbal de-escalation skills in an effort to create conditions in schools that allow students to be successful.

DEFINITION:

Restorative Practices - Restorative Practices are a framework for building and sustaining relationships between individuals and within a community. Through the use of authentic dialogue and differentiated relational strategies, we can respond to student behavior while coming to a common understanding of attitudes and actions that can repair issues and make things right with others.

Elementary Response Matrix for Major Behaviors

	For all behaviors									
	Conference with Student	Caregiver Contact	Loss of Privilege	Time out in office	Restitution	Screening / Counseling / Treatment	Restorative Response	In School Suspension	Out of School Suspension	Suspension Pending Expulsion
Alcohol	•	•				•	•	•	◙	◙
Arson	•	•			•		•	•	◙	◙
Chronic Minor Behavior	•	•	•	•			•	•		
Closed Campus Violation	•	•	•				•	•		
Computer/Internet Abuse	•	•	•	•	•		•	•		
Disruptive Conduct	•	•	•	•			•	•		
Drugs	•	•				•	•	•	◙	◙
Fighting	•	•					•	•	◙	◙
Harassment: intimidation/sexual/racial/bullying	•	•					•	•		
Inappropriate Touching	•	•	•				•	•		
Insubordination	•	•	•	•			•	•		
Physical Aggression	•	•					•	•	◙	◙
Profanity	•	•	•	•			•	•		
Theft	•	•		•	•		•	•		
Threat of violence to individuals	•	•				•	•		◙	◙
Threat to school	•	•				•	•		◙	◙
Tobacco/Vaping	•	•				•	•	•	◙	◙
Truancy/Skipping/Leaving	•	•	•	•			•	•		
Vandalism	•	•			•		•	•		
Weapons	•	•					•		◙	◙

Note:
1. • Signifies the range of consequences for violations to the maximum.
2. The District will report any illegal activity to the proper authorities.
3. ◙ All suspensions and expulsions in Grades PK-5 must follow requirements of SB 553.

"For a student who is fifth grade or lower, the district must limit the use of out-of-school suspension or of expulsion to the following circumstances:
(A) For non-accidental conduct causing serious physical harm to a student or school employee;
(B) When a school administrator determines, based upon the administrator's observation or upon a report from a school employee, that the student's conduct poses a direct threat to the health or safety of students or school employees; or
(C) When the suspension or expulsion is required by law."

Secondary Response Matrix for Major Behaviors

	Loss of Student Activity	Detention (Lunch or Afterschool)	Restitution	Screening / Counseling / Treatment	Restorative Response	In School Suspension	Out of School Suspension (up to 3 days)	Suspension Pending Expulsion
Alcohol		•		•	•	•	•	•
Arson		•	•		•	•	•	•
Cheating/Plagiarism		•			•			
Chronic Minor Behavior	•	•			•	•		
Closed Campus Violation	•	•			•	•		
Computer/Internet Abuse	•	•	•		•	•		
Disruptive Conduct	•	•			•	•		
Drugs		•		•	•	•	•	•
Fighting		•			•	•	•	•
Harassment: intimidation/sexual/racial/bullying		•			•	•	•	•
Inappropriate Touching	•	•			•	•		
Insubordination	•	•			•	•		
Physical Aggression		•			•	•	•	•
Profanity	•	•			•	•		
Theft		•	•		•	•	•	
Threat of violence to individuals		•		•	•	•	•	•
Threat to school		•		•	•	•	•	•
Tobacco/Vaping		•	•	•	•	•	•	•
Truancy/Skipping/Leaving	•	•			•	•		
Vandalism		•	•		•	•		
Weapons		•			•	•	•	•

Note:
1. • Signifies the range of consequences for violations to the maximum.
2. The District will report any illegal activity to the proper authorities.
3. It is expected that at the minimum for any offense is a conference with the student and caregiver contact.

SUSPENSION

Suspension temporarily removes from a student the privilege of attending school, school activities, or being on any David Douglas School District premises. Absences due to suspension are unexcused. Ordinarily a suspension will not exceed three school days, but in special circumstances, a suspension may be extended up to ten school days until some specific pending action occurs such as a court hearing, an expulsion hearing, a behavior assessment, or review by a probation officer. Suspensions are determined by a school administrator.

Note: All suspensions and expulsions in Grades PK-5 must follow requirements of ORS 339.250.

SUSPENSION PROCEDURES:

1. The student is informed the suspension is being considered and is given the reason(s) for such action.
2. The student is given the opportunity to explain their side of the issue.
3. If the school administrator finds the suspension is warranted after hearing the student's explanation, the student is informed that they will be suspended, the time the suspension will start, and the length of the suspension.
4. The parent(s)/ guardian(s) are notified (if possible) of the suspension and the reasons for the action.
5. A letter is mailed or given to the parent(s)/guardian(s) stating the specific reasons for, and the length of, the suspension. The letter will also request that the parent(s)/guardian(s) contact the school for an appointment for a readmission conference with the administrator and the student.
6. During the conference, the student's record will be reviewed in efforts to determine steps that need to be taken by the school, the student, and the parent(s)/guardian(s) to ensure success.

EXPULSION

Expulsion denies the student attendance at school or school activities for up to one calendar year (ORS 339.250).

Note: All suspensions and expulsions in Grades PK-5 must follow requirements of ORS 339.250.

EXPULSION PROCEDURES:

1. The student is suspended pending investigation for a possible expulsion.
2. All procedures for suspension will be followed except that the letter to the parent(s)/guardian(s) will also state that expulsion is being considered.
3. If the administrator is considering expulsion, the parent(s)/guardian(s) and student will be notified by letter. This letter will explain that the parent(s)/guardian(s) and/or student may arrange for an expulsion hearing with the Assistant Superintendent. A copy of this letter will be forwarded to the Assistant Superintendent. Request for an expulsion hearing must be made to the Assistant Superintendent within five days of the receipt of the expulsion letter.
4. The parent(s)/guardian(s) and student may provide a person of their choice to administer advice and counsel at the expulsion hearing.
5. At the expulsion hearing, the parent(s)/guardian(s) and student may discuss the expulsion and present any information that is pertinent; however, strict "rules of evidence" will not apply to the hearing.
6. The hearings officer and/or administrator will, within three days, inform both parent(s)/guardian(s) and the administrator (in writing) of the results of the review hearing.
7. Students have the right to appeal the results of the expulsion hearing to the Superintendent or designee.

HANDBOOK DEVELOPMENT AND COMMITTEE MEMBERS

Beginning in spring of 2009, a group of teachers and administrators met to create a handbook that contained the rights, responsibilities, and discipline policy for all students in the David Douglas School District.

This handbook will be given to all David Douglas students and staff and will be posted on the David Douglas District website. It will be reviewed annually by a committee comprised of an equal number of teachers and administrators. This first edition of the handbook represents the David Douglas School Districts' "Student Rights and Responsibility – A Code of Conduct."

The committee members who collaboratively developed the first edition of this handbook for 2009-2010 are:

Kathy Edmondson – Teacher, Cherry Park
Cari Harris – Teacher, David Douglas High School
Debbie Hagen – OEA Representative
Ericka Guynes – Principal, Earl Boyles Elementary
Duane Larson – Assistant Principal, Alice Ott Middle School
Sharon Webster – Assistant Principal, David Douglas High School
Natalie Osburn – Assistant Superintendent, Secondary

In the 2020-2021 school year, a group of teachers, counselors, and administrators evaluated the David Douglas School Districts' "Student Rights and Responsibilities – A Code of Conduct" document to reflect changes in district policy centered on educational equity. This work continued throughout the 2021-2022 school year.

The committee members who collaboratively revised "Student Rights and Responsibility – A Code of Conduct" for use beginning in the 2022-2023 school year are:

Jonathon Archer - TOSA, Student Services Department
Stacey Barber - Teacher, David Douglas High School & DDEA Secondary Vice President
Jenn Bolser - Counselor, Ron Russell Middle School
Greg Carradine - Principal, David Douglas High School
Amber Cowgill - Vice Principal, Alice Ott Middle School
Vanessa Crawley - TOSA, Diversity, Equity, Inclusion Department
Kelly Devlin - Director of Multilingual Programs and Equity
Rolando Florez - Assistant Principal, David Douglas High School
Dena Henry - Teacher, Alice Ott Middle School
Andy Long - Director of Education
Stephanie Myhre - Teacher, Cherry Park Elementary & DDEA Union President
Mary Pearson - Director of Student Services
Lauren Perry - Teacher, Mill Park Elementary & DDEA Elementary Vice President
Florence Protopapas - Assistant Director of Student Services
Muhammad Rahman - Dean of Students, David Douglas High School
Ken Richardson - Superintendent
La'Shawanta Spears - Director of Diversity, Equity and Inclusion
Amy Straw - Principal, Fir Ridge Campus
Joe Talley - Assistant Principal, David Douglas High School
Kim Tucker - Teacher, Floyd Light Middle School
Kayla Thomas-Walker - Student Behavior Specialist, Earl Boyles Elementary School