



# Good Foundations Academy

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## STUDENT DISCIPLINE POLICY

### 1. PURPOSE

At Good Foundations Academy (GFA), character education is woven into our vision, mission, charter, lessons, daily routines, and behavior systems. GFA has identified seven fundamental character traits (Foundation Stones) that we teach and celebrate: Respect, Self-control, Citizenship, Responsibility, Cooperation, Integrity, and Perseverance.

Our character education includes, but is not limited to:

- A. Monthly assemblies for each Foundation Stone
  - B. Stepping Stone awards for students at each assembly
  - C. Bi-weekly 45-minute character lessons
  - D. Foundation Stones Reports provided with academic report cards each quarter
  - E. Lessons in literature, math, science, and history that celebrate character
  - F. Hero projects and writing activities at many grade levels
  - G. Classroom management systems that use the character traits
  - H. Discipline referrals to the office that reinforce and review character traits
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- A. At GFA, plans and policies have been developed for classroom and student environment and management which include:
    1. General Classroom Structure
    2. Physical Artifacts that Support Classroom Management
    3. Routines and Transitions
    4. Positive Behavioral Management
    5. Negative Behavior Management
    6. Daily Schedule
  - B. On-going staff development and mentoring is provided for all staff regarding:
    1. Student behavior expectations
    2. Effective instructional practices for teaching student expectations
    3. Systematic methods for reinforcing behavior expectations
    4. Uniform and equitable methods for correcting student behavior
    5. Effective intervention strategies
    6. Effective strategies for evaluation of the efficiency and effectiveness of interventions
  - C. GFA shall determine the range of student behaviors and establish a continuum of administrative procedures that may be used by school personnel to address student behavior, including:
    1. Classroom level strategies
    2. School level strategies
    3. Strategies unique to some students with special needs

- D. GFA provides training and strategies for students and staff in the following topics:
1. School-wide discipline procedures and expectations
  2. Bullying prevention
  3. Each of our GFA Foundation Stones
  4. Adult supervision of students (staff only)
  5. Give parent and student surveys relating to school culture
  6. Appropriate restraint procedures for key personnel

## **2. RANGE OF BEHAVIORS - MISCONDUCT**

GFA reserves the right to judge the severity of misconduct or behavioral infractions, as well as the persistence of patterns of behavior that are disruptive to the learning environment. Student misconduct can be divided into two general types of infractions: major and minor. Neither minor nor major infractions are permissible at GFA.

- A. Minor infractions are those violations of school rules that generally don't result in removal and that are usually handled by teachers or staff without the need to involve school administration. Minor infractions may result in a loss of privileges (including recess), phone calls home, and/or referral to administration. If chronic or excessive minor infractions are referred to school administration, they may be viewed as major infractions.
1. Minor infractions are defined as a situation where physical, emotional, or social safety of students or staff is not seriously threatened but where there is a problem to be resolved.
  2. Examples of minor infractions include, but are not limited to,
    - rough play, disputes between students, leaving messes, name calling, yelling, class disruptions or disrespect.
- B. Major infractions are acts that threaten the physical, emotional, or social safety of students or staff, or that constitute willful or wanton acts of disrespect toward GFA staff members, parents, students, or property.
1. Examples of major infractions include, but are not limited to,
    - fighting; acts of defiance, gross insubordination, or disrespect; harassment/intimidation; possession, distribution, or accessing of pornography (printed, electronic, or otherwise); blatant use of profane language; willful destruction of GFA property; possession or use of alcohol, drugs, or weapons; violations of civil law; or where persistent disobedience in minor misconduct areas become chronic.

## **3. PROHIBITED CONDUCT AND DISCIPLINE PROCEDURES**

Prohibited conduct is forbidden at school, on school property, including school vehicles, and at any school-related activity or event. Prohibited conduct includes the conduct described in subsections (A) through (D) below. Prohibited conduct also includes a serious violation that threatens harm or does harm to the learning environment, the school, school property, a person connected with school, the property of a person connected with the school, or members of school staff, student body, administration, or the board, regardless of the location at which the conduct occurs.

Removal from school means that a student is suspended or expelled. Removal from school of a student with a disability may also mean a change of placement.

- A. A student MAY be removed (suspended or expelled) from school for the following reasons:
1. Actual or threatened use of a look-alike weapon with intent to intimidate or cause disruption
  2. Frequent or flagrant willful disobedience or violating a school rule
  3. Defying authority

4. Disruptive behavior
  5. Foul, profane, vulgar, or abusive language
  6. Willful defacing or destruction of school property
  7. Truancy
  8. Theft
  9. Behavior or threatened behavior which poses an immediate and significant threat to the welfare, safety, or morals of a student, school personnel, or the operation of the school
  10. Fighting
  11. Bullying (including, but not limited to, behavior intended to cause harm or distress in a relationship with an imbalance of power, especially if repeated over time)
  12. Illicitly possessing, using, or distributing a drug or controlled substance, an imitation drug, drug paraphernalia, or misusing any substance
  13. Possessing, using, or distributing a tobacco product, an electronic cigarette product, or a nicotine product as those terms are defined in Section 76-10-101
  14. Hazing, demeaning, or assaulting behavior, whether consensual or not, including behavior involving physical violence, restraint, improper touching, or inappropriate exposure of body parts not normally exposed in public settings, forcing someone to ingest any substance, or any other act which would constitute a crime against a person or public order under state law
  15. Sexual or other harassment
  16. Gang-related attire or activity
  17. Possessing, controlling, or using an alcoholic beverage as defined in Section 32B-1-102
  18. Possessing or using pornographic material on school property
  19. Any other serious violation, including those in subsection (B) below, that threatens harm or does harm to the learning environment, the school, school property, a person connected with school, the property of a person connected with the school, or members of school staff, student body, administration, or the board.
- B. A student SHALL be removed (suspended or expelled) from school for the following reasons:
1. A serious violation affecting another student or a staff member, or a serious violation occurring in a school building, in or on school property, or in conjunction with any school activity, including:
    - the possession, control, or actual or threatened use of a real weapon, explosive, or noxious or flammable material;
    - the actual use of violence or sexual misconduct, including but not limited to such violence or sexual misconduct related to hazing;
    - the actual or threatened use of a look-alike weapon with intent to intimidate another person or to disrupt normal school activities; or
    - the sale, control, or distribution of a drug or controlled substance as defined in Section 58-37-2, an imitation controlled substance defined in Section 58-37b-2, or drug paraphernalia as defined in Section 58-37a-3; or
  2. The commission of an act involving the use of force or the threatened use of force which if committed by an adult would be a felony or class A misdemeanor or felony; or
  3. Making a false report of an emergency at a school under Section 76-9-202(2)(d).
- C. A student who commits a violation of subsection (B) above involving a real or look alike weapon, explosive, or flammable material shall be expelled from school for a period of not less than one year subject to the provisions of Section 53G-8-205(b)(i)-(ii).
- D. A student who commits a "serious offense" or "sexual crime" as those terms are defined in Section

53G-8-201, whether on or off school property, is subject to the removal provisions of this policy.

- E. The type and length of discipline for prohibited conduct is based on factors such as previous violations, severity of conduct, applicable law, and other relevant educational concerns.
- F. The decision to remove or to discipline in some other way is made by the Executive Director based on all the circumstances. The Executive Director is also authorized to issue notices of disruptive student behavior, including habitual disruptive student behavior notices, to qualifying minors in accordance with Section 53G-8-210. A qualifying minor's parent may contest a notice of disruptive student behavior in accordance with the school's Communication and Grievance Escalation Policy. The definitions in Section 53G-8-210 are incorporated herein by reference. Notices of disruptive student behavior are not required to be issued prior to suspending or expelling a qualifying minor.
- G. If needed, students may be placed on behavior intervention plans or remedial discipline plans.
- H. School personnel may use reasonable physical restraint, if necessary, to protect a person or property from physical injury or to remove a violent or disruptive student.
- I. If damage or loss of school property occurs, official report cards, diploma, and transcripts may be withheld until payment for the damage is received or the lost property is recovered.

#### **4. CONFLICT RESOLUTION**

Students will have the opportunity to discuss with a trained adult issues pertaining to a conflict with peers. Students will engage in active communication and be coached through appropriate problem-solving skills. Based on the evidence collected, these conversations may result in a minor or major infraction.

#### **5. SEARCHES AND SEIZURES**

- A. School personnel may search students and students' personal property without the permission of parents if there is reasonable suspicion of wrongdoing and if the search is reasonably related to the suspicion and not excessively intrusive in light of the age and sex of the student and nature of the suspected wrongdoing.
- B. School personnel may also conduct random searches of school property, including but not limited to school lockers or desks. Students have no expectation of privacy in school lockers, desks, or other school property.
- C. All contraband discovered in a search by school officials shall be immediately confiscated and turned over to law enforcement officers if school officials have reason to believe the contraband is related to the commission of a criminal act. This provision is subject to the following:
  - 1. In accordance with Section 53G-8-203, the Executive Director shall ensure that any surrendered or confiscated electronic cigarette product is destroyed or disposed of. However, the Executive Director may allow the release of any surrendered or confiscated electronic cigarette product to local law enforcement if a school official has a reasonable suspicion that the electronic cigarette product contains an illegal substance and local law enforcement requests that the school release it to them as part of an investigation or action.

#### **6. SUSPENSION AND EXPULSION DEFINED**

- A. Suspension is disciplinary removal from school with an offer of alternative educational services. Suspension means the same as defined in R277-100-2 and as described in Section 53G-8-206 and includes both in-school suspension and out-of-school suspension. A student may be suspended from the school for a period of up to one (1) year.
- B. In accordance with R277-609-2, expulsion is a disciplinary removal from school by the Executive Director and the Board of Directors for more than ten (10) school days without an offer of alternative educational service. An expulsion may be for a fixed or indefinite period of time. If a student is expelled from the school, that student's status as an enrolled student of the school is terminated.

## **7. READMISSION AND ADMISSION**

- A. If a student is removed from school under the section above titled, Prohibited Conduct and Discipline Procedures, readmission depends upon satisfactory evidence that the student will not be a danger to self, others, or school property. Except as otherwise provided in Section 9(B) of this policy, and in accordance with Section 53G-8-206, a suspended student may not be readmitted to the school until:
  - 1. The student and the parent have met with a designated School official to review the suspension and agreed upon a plan to avoid the recurrence of the problem; or
  - 2. At the discretion of the Executive Director, the parent of the suspended student and the student have agreed to participate in such a meeting.
- B. The school may deny admission to a student who has been expelled from GFA or any other school in the last twelve months.
- C. A student who is expelled from GFA can only be readmitted to the school through the school's standard lottery procedures.

## **8. MULTIDISCIPLINARY TEAM AND REINTEGRATION PLAN**

- A. If the school receives a notification from the juvenile court or a law enforcement agency that a student was arrested for, charged with, or adjudicated in the juvenile court for a serious offense or sexual crime, the school shall develop a reintegration plan for the student with a multidisciplinary team (as defined in Section 53G-8-213), the student, and the student's parent or guardian, within five (5) school days after the day on which the school receives a notification. The school shall also develop such a reintegration plan within a reasonable time after otherwise being notified of a student committing a serious offense or sexual crime.
- B. The reintegration plan shall address:
  - 1. a behavioral intervention for the student;
  - 2. a short-term mental health or counseling service for the student;
  - 3. an academic intervention for the student; and
  - 4. if the serious offense or sexual crime was directed at a school employee or another student within the school, notification of the reintegration plan to that school employee or student and the student's parent.
- C. The school's resource officer (if any) shall provide input for the school to consider regarding the safety risks a student may pose upon integration. The school shall also notify its resource officer (if any) of any student who is on probation.
- D. The school may deny admission to a student who is on a reintegration plan until the school completes

the reintegration plan.

- E. The school shall not reintegrate a student when:
  - 1. a student or staff member of the school has a protective order against the student being reintegrated; or
  - 2. a student or staff member of the school is a victim of the serious offense or sexual crime or forcible felony (as defined in Section 76-2-402) committed by the student being reintegrated.
- F. If the school does not reintegrate a student who has committed, or allegedly committed, a forcible felony, the school shall provide alternative education options for the student.

## **9. DUE PROCESS**

- A. Before a student is removed from school for disciplinary reasons, the student has the right to meet with a school administrator or the Executive Director to be given notice of the charges, provided with an explanation of the evidence, and to have the opportunity to tell his/her side of the story. However, if in the judgment of the administrator or the Executive Director this meeting is not possible because the student poses a danger to a person or property or an ongoing threat of substantially disrupting the academic process, the student may be removed from school immediately without a meeting. If this exception applies, the meeting shall follow as soon as possible.
- B. If, after the meeting described above, the Executive Director recommends removal of a student for more than ten (10) school days, the student and the student's parent or guardian shall be given a reasonable opportunity to meet at the school with a Board Member or designee, the Executive Director, and others as necessary to respond to the allegations and proposed removal.
  - 1. This hearing shall be held within ten (10) school days of removal from school.
- C. If a student is removed from school for more than ten (10) school days, an appeal of the decision may be made in writing to the Board President within ten (10) school days of the decision. The parent or guardian is responsible to plan and to pay for any educational services not provided by the school during the removal.

## **10. STUDENTS WITH DISABILITIES**

This policy applies to students with qualified disabilities to the extent permissible under the Individuals with Disabilities Education Act ("IDEA"), Section 504 of the Rehabilitation Act, and any other applicable laws or regulations. However, if application of any of this policy to a student with a disability is not permissible under such law or regulations, the school shall implement other actions consistent with the conflicting law or regulation which shall most closely correspond to the provisions of this policy.

If a decision has been made to remove a student who has a qualified disability in a manner that constitutes a change of placement for the student, the school will follow the Utah State Board of Education Special Education Rules and the Executive Director will explain the separate procedures and due process requirements that may apply based on the procedural safeguards under the IDEA or Section 504 of the Rehabilitation Act (if applicable).

## **11. REFERRAL OF STUDENTS**

The school shall follow Section 53G-8-211 with respect to referring a minor who is alleged to have committed an offense on school property when school is in session or during a school-sponsored activity. Depending on the alleged offense, the referral shall be to an evidence-based alternative intervention, prevention and early intervention youth services, a law enforcement officer or agency, a prosecuting attorney, or a court.

If a minor commits an offense on school grounds when school is in session or at a school-sponsored activity and that information is reported to, or known by, a school employee, the school employee shall notify the Executive Director. After receiving such a notification, the Executive Director shall notify a law enforcement officer or agency if the Executive Director may refer the offense to a law enforcement officer or agency as provided in Section 53G-8-211. The Executive Director shall also notify other school personnel if the Executive Director determines that other school personnel should be informed.

If a student brings a firearm or weapon to the school, the student shall be referred directly to a law enforcement officer or agency, a prosecuting attorney, or a court.

The school shall provide the juvenile court documentation of an alleged class B misdemeanor or a nonperson class A misdemeanor before referring a student with an alleged class B misdemeanor or a nonperson class A misdemeanor to the juvenile court.

## **12. GANG PREVENTION AND INTERVENTION**

- A. Students who engage in any form of gang activity on school property, in school vehicles, or in connection with school-related activities or events may be suspended or expelled under the terms of this policy.
- B. Subject to the search and seizure provisions of this policy, gang paraphernalia, apparel, or weapons may be confiscated by school officials at any time.
- C. School officials shall consult with local law enforcement authorities and gang detectives whenever they have questions regarding gang-related clothing, apparel, or other gang activity.

## **13. REPORTS RECEIVED THROUGH SAFE UT CRISIS LINE**

All reports received by the school through the SafeUT Crisis Line established under Section 53H-4-210 shall be provided to the Executive Director. The school shall appropriately respond to any reports it receives through the SafeUT Crisis Line.

## **14. PARENT NOTIFICATION**

- A. Parents will be notified by teachers and/or administration in disciplinary circumstances as per state law. Accordingly, if a student is removed for disciplinary reasons, the Executive Director or his or her designee shall notify the parents of the student of the following without delay:
  - 1. that the student has been removed;
  - 2. the grounds for the removal;
  - 3. the period of time for which the student is removed; and
  - 4. the time and place for the parent to meet with a designated school official to review the removal.
- B. Parents have the right to request an appointment with administration in regard to any disciplinary action taken by staff or administration.
- C. GFA shall provide a copy of this policy to each student upon enrollment in the school and post a copy of this policy in a prominent location in the school. In addition, any significant change in this policy shall be provided to students and posted in a prominent location in the school.