

Student Code of Conduct

At Innovative Arts Academy, we promote intellectual, social, and educational growth of all students. IAA believes and promotes that all students and staff have a right to feel safe and secure in a non-disruptive learning environment.

The IAA Community values the essential elements to promoting success for both our students and staff:

- **Justice and Fairness:** Demonstrating impartial, unbiased, and equitable treatment for all.
- **Inclusiveness:** The quality to include all regardless of race, creed, color, gender, sexual orientation, or limitations.
- **Honesty:** Be truthful with one's words or actions.
- **Respect:** Showing high regard for self, others, personal and school property.
- **Responsibility:** Be accountable for one's actions, take ownership when choices are made.
- **Self esteem:** Be confident in one's worth and/or ability.
- **Caring:** Be attentive towards others and show concern for their well-being.
- **Citizenship:** Being an informed, responsible, and caring participant in our school community.
- **Courage:** Having a strong sense of self, doing what is right in the face of adversity.
- **Perseverance:** Demonstrating pride, positive attitude, and being committed to completing all tasks.

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Disciplinary Guidelines

At IAA, we believe disciplinary guidelines establish order and structure to maintain an effective educational environment. This commitment requires a code of discipline that clearly defines individual rights and responsibilities that categorizes unacceptable behaviors and provides for appropriate discipline procedures. Rules governing discipline and conduct are written so that parents/guardians, students, faculty, and administration know what is required of all students. IAA is committed to be consistent, firm, and fair with its discipline practices. IAA believes the following to be the guide that defines our students' Code of Conduct:

- Be preventive in nature.
- The school must be safe for all students and staff.
- All students have rights and responsibilities in the learning environment.
- School is for instruction and learning, anything else that distracts from that process will be addressed by administration.
- Concern for the welfare of the individual as well as that of the school community as a whole.
- All students have the responsibility to demonstrate self control over their own choices and promote self discipline.
- Discipline is a shared responsibility by everyone; students, teachers, administration, parents/guardians, and Board of Directors . A close working relationship between parents/guardians and teachers is vital to the success of the Student Code of Conduct.
- Distinguish between minor and serious offenses as well as between first-time and repeat offenses.
- Students who violate school and classroom rules must be afforded the right to due process.
- The student who violates classroom rules should be assigned disciplinary measures with the purpose of correcting their behavior.
- Discipline measures should be consistent, progressive, and preventative
 - **In the event that the safety of the student or staff is an issue.**
- Discipline measures should be firm but fair, discipline procedures that are provided should be appropriate to the misconduct.

- The schools discipline guidelines measure a problem solving process and will focus on the causes of the infraction.
- Discipline measures assigned should commensurate with the circumstances.
- Be compliant with the provision of federal, state, and local laws as well as with guidelines and directives of Pennsylvania Department of Education.

Innovative Arts Academy Disciplinary Actions

After School Detention: (Level 1 or 2 Infraction)

For after school detention, it will be assigned for an hour time block from 2:30 p.m. to 3:30 p.m. An Extended Detention time will be assigned to students who skip their scheduled date and or consistently have level 1 and 2 infractions. The Extended Detention time will be scheduled 2:30-4:30. Detention will be served on either Tuesday or Thursday. If a student fails to report to their assigned detention, this will result in serving an Extended day or be assigned to the refocus room. If a student constantly skips detention, that student will be assigned 1-3 days out of school suspension. The only excuse for a student not able to attend their assigned detention would be a doctor appointment. Upon return from school that student needs to provide proof of a doctors note and will need to make up detention on the next detention day. All students/parents will be given a 48 hour notice to make any necessary transportation arrangements.

Refocus: (Level 2 Infraction)

Refocus is a temporary removal of the student from the classroom setting. The goal of refocus is to get the student focused and back into the classroom setting. On occasions when the student appears to be struggling to get back on track they will remain in refocus for the day. Failure to serve refocus appropriately will result in a day of Out of School Suspension and upon return from suspension will be expected to successfully serve initial day of refocus. If the student continues to struggle meeting the expectations of the refocus room they will be assigned 5 days of Alternative School.

Alternative School: (Level 3 Infraction) (Under review to be revised)

Alternative school will be for students who are repeat offenders of level two and three infractions.

Students time in Alternative school will be assigned in 5-45 day increments and will be determined on a case by case basis. This will be a process that will be developed over the school year.

Out of School Suspension: (Level 3 Infraction)

OSS is a temporary exclusion from school for serious and repeated infractions. The length of the suspension can run from 1 day to 10 days. During the suspension process, all parents/guardians will be notified by mail/letter, telephone and or email.

The student must be accompanied by a parent/guardian upon re-entering the school environment to discuss expectations moving forward.

Referred for Expulsion: (Level 4 Infraction)

Expulsion Is a permanent exclusion from School. Being expelled will result from a Board of Trustees action preceded by the recommendation from the CEO/Principal. Examples of expulsion are as follows; actions that endanger the welfare of others, assault upon a staff member, vandalism, inciting a riot, drug activity, theft, continued illegal or unexcused absences, and if the student is found on school property after they are expelled the proper authorities will be notified. This will also include students that have repeated level 1, 2, and 3 violations that cause a student to reach a cougar buck balance of \$0.

****School Hours:**

It is important to note that school hours are bus stop to bus stop. What this means is that a student will be held accountable for infractions that occur at the bus stop in the morning, on the bus to school, during school hours, on the bus after school as well as all after school events and activities.

The Following actions will result in an immediate suspension:

- Sexual harassment**
- Fighting (regardless of who started the fight)**
- Assault (staff member, student, or visitor)**
- Leaving School Grounds**
- Destruction of any and all school property**
- Possession of weapons**
- Drugs**
- Sexual content**
- Insubordination**
- Violating school bus rules**

- ❑ Repeat offenders

Innovative Arts Academy Unacceptable Behaviors

Bullying/Cyber Bullying

Bullying is an intentional, electronic, written, verbal, visual, or physical act or a series of acts directed towards others. The act is severe, persistent, or pervasive. Bullying can affect the following for a student's education and well-being:

- Substantial interference with students education
- Creation of threatening environment
- It occurs within an interpersonal relationship where there is an imbalance of power, (one person is physically larger, stronger, mentally quicker, or socially more powerful).
- Substantial disruption of the orderly operation of the school

The act of bullying can take many forms and includes a variety of behaviors. Bullying refers to the direct or indirect actions which may include, but isn't limited to:

- Physical - hitting, kicking, pushing, shoving, causing harm to others
- Verbal - racial slurs, name calling, teasing, taunting, harassment and rumor spreading.
- Nonverbal - direct or indirect threats, obscene gestures, isolation, exclusion, stalking, and cyber (social media)

If an incident is founded or reported/confirmed, IAA/administration will complete the following:

- Identify all students involved and complete investigation.
- Review policy on bullying with students involved and mediate situations.
- Mediate situation between students and discuss restorative practices with therapist.

- Notify the parents of all students involved in incidents.
- If the situation is not resolved, parents of students will be brought in to discuss incidents further.
- During investigation, IAA administration will review each situation and a case by case basis to determine the appropriate discipline.

A student or students that violate IAA's bullying policy shall be subjected to appropriate disciplinary action consistent with the Student Code of Conduct which includes:

- Counseling within the school
- Parental conference
- Loss of school privileges
- Transfer to another class
- Exclusion from school-sponsored activities
- Detention
- Suspension (1-3 days)
- Expulsion
- Counseling/Therapy outside of school
- Referral to law enforcement officials

Weapons

Any object, device, or instrument designed or capable of inflicting serious bodily harm to one self or others.

- **Guns, knives/cutting tools, chemical agents (mace) and or any replicas of any kind.**

Possession of any weapons in school, school activities and transportation (buses) is an immediate threat to safety and security of students and staff. IAA reserves the right to search student pockets or possession (including but not limited to purses, backpacks, jackets, packages, containers, school lockers, and student vehicles on school property) to discover or confiscate a potential weapon. There should be reasonable grounds for suspicion.

Any student found in possession of or harboring a weapon will be subject to the following:

- **Immediate suspension from school for 10 days**
- **Catasauqua Police will be notified**
- **Referral for expulsion proceedings shall be initiated by IAA CEO/Principal and Board of Directors**
- **Once the expulsion process is initiated, the student may be excused from school until a decision has been made to expel or enforce some other form of discipline.**

Sexual Harassment

“Sexual harassment” consists of unwelcome sexual advances, request for sexual favors, or other inappropriate verbal, written, graphic physical contact of any sexual nature.

Forms of sexual harassment include, but are not limited to, the following:

- Physical Harassment includes offensive touching , grabbing, pinching, or impeding or blocking movements.
- Verbal harassment includes derogatory comments, slurs, jokes, sexual sounds or remarks.
- Visual harassment includes derogatory or offensive pictures, drawings graffiti, posters or gestures.

Drugs and Alcohol

IAA recognizes the misuse of drugs and alcohol a serious infraction that can result in legal, physical, and social implications for the student as well as the community.

- Any student possessing any amount of illegal drugs, alcohol, or non-prescribed drugs, on school property or school sponsored event, will be recommended for suspension and or expulsion.
- The parent or guardian as well as the Catasauqua Police Department will be contacted about the incident.
- The CEO/Principal will review the incident and make discipline recommendations accordingly.
- 1000 Points will be deducted from the cougar buck system.
- IAA reserves the right to search a students pockets or possession (including but not limited to purses, backpacks, jackets, packages, containers, or school lockers) to discover or confiscate any prohibited materials. There should be reasonable grounds for suspicion.
- See Drug and Alcohol Policy

Smoking (tobacco) on School Property

Innovative Arts Academy is a smoke free campus, any person found to be smoking on school property, during school hours, dismissal, public transportation, or during after school performances may be fined up to \$150.00. Students caught with any smoking devices (ie. cigarettes or vapes) may be suspended out of school for up to ten (10) days or be assigned to alternative school for violating the schools policy. School Property also includes any outside venue at which the student performs or represents the Innovative Arts Academy.

Terroristic Threats

is a threat communicated directly or indirectly to commit a violent crime with the intent to terrorize others. Any act that may cause evacuation of school buildings and or school transportation.

- IAA administration will conduct investigation
- Such student will be recommended for expulsion

Vandalism

Willful and malicious acts of damage or defacement to school property, personal property, including but not limited to destruction of school property, graffiti, school pranks that cause a major disruption, or arson.

- Minor Vandalism - Damaging school property of \$50 or less
- Major Vandalism - Damaging school property of \$51 or more

Skipping Class

A student that is not attending their regular scheduled class or is late by 20 minutes or more is considered skipping class. Due to a student skipping class, that student will be denied academic credit or make-up any assignments that the student has missed in the class period. For skipping class that student will be assigned a full day in the Refocus room the following day of the infraction. They will lose 20 cougar points

Insubordination

Disobedient or argumentative regarding reasonable request from an adult in authority (administrators, teachers, and all staff: teaching assistant, bus drivers, food service workers, custodians, office workers, etc.) If student creates a significant disruption to the learning environment or the successful operation of the school, the student will be assigned 1-3 days out of school suspension. The student will also lose 200 cougar points.

Disrespect

Unjustifiable and knowing refusal to comply with reasonable school rules or with reasonable instruction of school authority. This is not limited to any act that intentionally disrupts the orderly conduct of the school function or any behavior that substantially disrupts the orderly learning environment. Socially unacceptable words or actions directed towards another individual(s) (to include mumbling under a student's breath).

Blatant Disrespect

Behavior that is done in an obvious manner with total disregard for school rules, expectations, and/or school authority figure's direction. Examples of being blatantly disrespectful is when an individual directly curses at school personnel, and makes derogatory comments about a person's color, race, creed, sexual orientation, and/or mental or physical abilities.

Assault

A student is guilty of assault when during the attack the incident results in obvious severe or aggravated bodily injury. Any form of assault will be dealt with as a suspendable offense. There may be police involvement upon parent/guardian request. The student will be subject to immediate Suspension/Alternative School which may lead to possible expulsion.

Fighting

Physical aggression will always be prohibited at the Innovative Arts Academy. This includes but is not limited to, on school property, school vehicles or any school sanctioned event on or off campus. All students involved in the physical altercation will be suspended for one to ten days, upon returning to the school will be placed into alternative school for no less than 5 days. After the students second physical altercation they will be suspended for no less than ten days and face possible expulsion.

Abusive Language

Foul and abusive language will not be tolerated at the Innovative Arts Academy. Students who engage in the use of foul and/or abusive language will be subject to:

- 1st Time - Warning and deduction of Cougar Bucks (-5)
- 2nd Time- Lunch detention, after school detention deduction of Cougar Bucks (-10)
- 3rd Time- Refocus and deduction of Cougar Bucks (-20)

Innovative Arts Attendance Policy (under review to be revised)

At IAACS, students are responsible to attend school each day. Regular attendance is an integral part of the education process, promotion, and success for each and every student. The following attendance procedures have been created to ensure the academic success and participation of our students.

Parents/guardians of students who are not attending school due to illness, bereavement, religious observances, or family emergencies, should notify the main office at 610-403-2787. Parent/guardians who do not report their student off from school will receive a call to verify the absence. However, under the Commonwealth's Compulsory Attendance Laws, a written excuse documenting an absence is required. **All absences require that a written excuse must be submitted to the school within three (3) days of the student's return to school.**

- Any absence where an excused documentation is not turned in within 3 days will be deemed unlawful for students under 17 or unexcused for students over 17 and will accumulate. These absences may be subject to new truancy procedures as stated in Pennsylvania's New Truancy Law.

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Excessive Absence

In cases where a student has accumulated ten (10) or more days of absence (including trip requests), parents/legal guardians will be notified that future absences will require an excuse signed by a doctor. This is especially true if a number of absences are unexcused.

A student who accumulates ten (10) days of unexcused/unlawful absences may be considered as failing to meet the requirements for successful participation in classes, promotion, and/or graduation, and, as such, may receive no credit for courses. **Students must continue to come to school and receive grades, but no credit will be awarded.**

It is the student's responsibility to check with each of their teachers about any missed work when absent, arriving late or leaving school early.

Tardiness/Late To School

Students who arrive to school after 8:00 AM must check in with the attendance secretary in the Main Office. Excuses received from a doctor, dentist, a parent/guardian will be considered as excused tardiness to school. Acceptable forms of tardy excuses are: written excuses, emails, phone calls to the office, and faxes. All other tardies are unexcused. Students who arrive to school between 8 AM and 11:30 AM are recorded as an excused or unexcused tardy; students who arrive after 11:30 AM are recorded as having a half day of excused or unexcused absence. Any tardies in question may be reviewed by the administration and further documentation may be required.

An accumulation of unexcused lateness could result in a notice of unlawful/unexcused absence. Excessive lateness to school may also result in disciplinary action.

Five or more unexcused or undocumented days with tardiness will result in any or all of the following: Notification of parents, parent conferences, detention and/or in school suspension. Total cumulative minutes of unexcused or undocumented tardy time shall be equated to an unexcused or unlawful absence.

"Cutting"/Skipping School

Cutting school is defined as the act of staying out of school without parental/guardian permission or knowledge. Students who are under the age of 17 are subject to the compulsory school attendance law.

Consequences for cutting school are as follows:

- Absences due to cutting school are unlawful

- Students will not be able to make up any assignments, work, or tests
- Possible ISS assignments for each unlawful absence, parental notification, and possible court referral.
- Possible notification of juvenile authorities for direct intervention by the probation officer, juvenile court system, and/or Children and Youth Services.

Dress Code

IAA has a dress code for all students. All students **must wear** the official school uniform. Refusal to adhere to the school dress code, will result in the student being sent home. The student's parent/guardian will be notified of student not complying with dress code and will need to be picked up. Failure to comply will result in the following:

- Student **will not be admitted to class** until a parent or guardian has reported to school and has provided their child with appropriate clothes identified in IAA's dress code policy.
- The student will remain in the refocus room until the parent/guardian arrives.
- If the school has items the student is missing, in the school store, the student may sign out the items needed and return them at the end of the day so they can be washed.
- If not returned, the parent or guardian will receive an invoice for the amount to replace the item or items loaned out to the student. If the student still doesn't comply, the student will have to go home for the day.

High School

Shirts/Tops: must be a solid, heather grey colored collared shirt

Pants/Bottoms: must be khaki colored chino pants, shorts, or skirts. Skirts and shorts should fall two inches above the knee or longer.

Sweaters/Pullover: solid heather grey sweater or cardigan, or fleece with or without school logo. This year the school will allow heather grey quarter zip / crewneck pullovers with school logo.

Shoes: Any color sturdy sneakers or dress shoe. No open toe shoes, steel tip boots, sandals, slides, flip flops, or slippers.

ID And Lanyard: School issues ID cards and Lanyards must be worn at all times. Replacements are \$3.

Dress Down Days: the shoes and Lanyard requirements remain intact every day. No leggings, yoga pants, or stretch pants.

Middle School

Shirt/Tops: Must be a solid, navy blue colored collared shirt.

Pants/Bottoms: Must be khaki colored chino fabric pants, shorts, or skirts. Skirts and shorts should fall two inches above the knee or longer.

Sweaters/Pullovers: Solid, navy blue sweater, cardigan, or fleece with or without school logo. This year the school will allow solid navy colored quarter zip / crewneck pullovers with or without school logo.

Shoes: Any color sturdy sneakers or dress shoe. No open toes, steel toed shoes, sandals, flip flops, slides, or slippers.

ID And Lanyard: School issued ID cards and Lanyards must be worn at all times. Replacements are \$3.

Dress Down Days: The shoes and lanyard requirement remains intact everyday. No leggings, yoga pants, or stretch pants

Consequence for Dress Code Violations

- **1st Offense:** If student refuses to comply with the dress code policy, the parent or guardian will be notified to pick the student up and the student will be sent home.
- **2nd Offense and subsequent offenses:** Will result in after school detention, refocus room, alternative school, and/or suspended out of school. A parent meeting will need to be scheduled to resolve the issue. If a student consistently doesn't follow the dress code policy, a referral for expulsion will be sent to CEO/Principal and the Board of Trustees.

Students will be prohibited from wearing hoodies and or jackets with/or without hoods in school hallways and or in class. These clothing items must be kept in school lockers at the beginning of the school day. If seen with these items, throughout the day, they will be confiscated. If a student continues to have issues with these items, a parent will be requested to come to the school to address the issue.

Clothing Prohibited: Do Rags, Hoodies, Bandanas, Hats, Blankets, Sunglasses inside the building, Slides, Clothes with holes / rips / tears, any pant color other than Khaki, yoga pants, and Crop shirts (overly exposed clothing). These items are not permitted on the school bus and/or the school premises at any time.

Electronic Devices / Cell Phone Policy

At IAA, we embrace the use of electronic devices to be used as learning tools in the classroom. The school has purchased chromebooks for student use and apple TVs for every classroom. The use of technology in the classroom to enhance the learning experience of our students is already operational. The use of personal electronics and/or cell phones is not necessary and they are prohibited to be used in the classroom environment. Cell phones and other personal electronic devices are not to interrupt the school day and should **remain out of sight and off or silent during class time.** In order to maintain a safe and professional school environment, students should be respectful of the learning and performing environment and follow the guidelines outlined in this policy.

Electronic Devices include, but are not limited to the following: cell phones, smart watches, pagers, iPods, Smartphones, Bluetooth speakers, etc.

Innovative Arts Academy is not responsible for any lost or stolen electronic devices.

Care and security of these devices is the responsibility of the student. Students bring these devices to school at their own risk. **Students are assigned lockers with locks**

and should use them to secure their belongings. Once again the school will not be responsible for lost, stolen or broken electronic devices. We will assist students to try and locate lost or stolen devices. The school will not be held responsible.

Please note: Filming of any kind on a video camera, cell phone, or any other device, is strictly prohibited, without the permission of IAA administration. In the Commonwealth of Pennsylvania, “it is unlawful to record either an in-person conversation or electronic communication without the consent of all parties. 18 Pa. Cons. Stat. Ann. & 5704 (West 2012).” Consequences may include but are not limited to: after school detention, in-school suspension, and out of school suspension.

Permitted Cell Phone Use Areas: (texting and checking social media only; no voice or video calls, etc.)

- Common cafe during breakfast and lunch
- Hallways (No earbuds / headphones will be allowed)
- Dismissal rooms while waiting for bus to be called

If a student needs to make an important phone call during the day, they should report to any member of the administration. In an emergency situation, parents may call the Main Office (610-403-2787) number to leave a message for their child; once the school is aware of the emergency, the student will be notified. Emergency use of devices may be granted at the discretion of and in the presence of teachers and/or administration.

Students that violate this policy will be subjected to the following disciplinary actions and will be issued a loss in Cougar Bucks:

- **1st Scenario:** warning from the teacher or school personnel and device must be put away. **If followed no further discipline is required.**
- **2nd Scenario:** device will be confiscated by the teacher or school personnel for the duration of the class. The cell phone or device will be kept on the teachers desk and will be returned to the student at the end of class. **If followed, discipline is not required.**
- **3rd Scenario:** device will be confiscated by the teacher and turned over to the Dean of Students, Asst Dean, or member of the Administration. The device will be taken to the main office to be secured for the remainder of the school day.

The student's device will be returned at the end of the day so they will have it for the ride home. **Student will lose 10 cougar bucks and be assigned an after school detention based on frequency of offenses that have occurred.**

- **4th Scenario:** For students with frequent violations, the device will be confiscated by the teacher and turned over to the Dean of Students, Asst Dean, or Administrator. The device will be confiscated and taken to the main office to be secured for the remainder of the day. The student will receive 1 full day in the refocus room, a parent conference schedule, and the device or cell phone will only be returned to the parent/guardian. **The student will receive 1 full day in the refocus room, a parent conference will be scheduled, and the device or cell phone will only be returned to the parent or guardian.**
- **5th Scenario and Subsequent Scenarios:** 4th scenario consequence plus 1-3 days OSS or Alternative School. A behavioral plan will be created and discussed with a parent/guardian to address the ongoing issue.
- **Refusal to hand over a prohibited device will result in immediate assignment to the refocus room until device is handed over. If student still refuses, a 1-3 days OSS or Alternative school will be assigned for defiance and insubordination.**
- **Any student that refuses to hand their cell phone over to a teacher, the teacher should immediately contact a member of the Dean team to intervene.**

Computer Usage

Student of IAA will have access to chrome book computers and internet daily. The purpose of the internet usage, is to extend the learning and teaching environment. This will allow students to develop and learn at their own pace.

The following uses of the network are unacceptable:

- Sending or displaying offensive message or pictures
- Using obscene or inflammatory language.
- Damaging computers and networks
- Using others passwords.
- Going through others files or drives
- Using to searching other students and staff
- personal information.
- Viewing personal website (social media accounts)
- Sending and receiving messages that are not consistent with school.

The inappropriate use of technology and resources can be a violation of federal law. Violations may result in IAA administration disciplinary process and or legal action.

Confiscation of chromebook / given work in paper form

- Counseling within the school
- Parental conference
- Loss of school privileges
- Transfer to another class
- Exclusion from school-sponsored activities
- Detention
- Suspension (1-3 days)
- Expulsion
- Counseling/Therapy outside of school
- Referral to law enforcement officials

Factors Determining Consequences

- Students with IEP/504/behavior plan
- Repeated offenses
- Surrounding circumstances
- How the incident occurred

- Degree of incident
- Maturity and age of student(s)
- Relationship between students involved

Student Rights

Education - The rights of all students are ensured by law. The rights, including the right to an education, shall be recognized without the regard of race, religion, sex, creed, ability to pay, national origin, disabling conditions or intellectual ability. Students have the right to a public education, beginning with kindergarten and extending to the twelfth grade. **Public Law 1010392, The Carl D Perkins Vocational and Technology Education Act Amendments of 1990.**

Environment - All students have the right to expect their school to be safe in order to learn. The climate within the school is conducive to learning.

Respect - All students have the right to expect courtesy, fairness, and respect from members of the school and other students.

Property - All students have the right to expect their personal property will be treated with respect by other students and school personnel.

Participation - All students will have the right to participate in school sponsored activities or functions which may be subject to qualification, requirements, and compliance with school regulations.

Expression / Appeal - All students will have the right to address school rules, policies, and procedures, written or verbal, with School Administration or Board of Directors.

Student Responsibilities

Environment

- Assist in the operation of a safe and orderly school, where all students can learn and develop socially.
- Be in compliance with the school's dress code policy.
- Be supportive of peers both inside and outside of the classroom.
- Be in compliance with school rules and laws related to the use, possession, distribution, or sale of tobacco, marijuana, or controlled substances as defined under the Drug Control Act, drug paraphernalia as defined by the State of Pennsylvania, imitation controlled substances, nonprescription or prescription drugs or alcohol on school property, on the way to and from school, or while attending school sponsored activities.
- Be in compliance with laws and regulations which forbid supplying, handling, using, transmitting, or possessing any type of weapon on school property, on the way to and from school, or at any school sponsored activity.
- Report any and all incidents that may jeopardize the safety of the individual or others to administration or school personnel.
- Be compliant with all school rules and policies contained in the Student Code of Conduct.

Education

- Support education for everyone in your class as well as in the school.
- Students should take advantage of studies offered.
- Assignments should be completed in a timely manner to the best of the individual's abilities.
- School should be attended regularly and be on time.

- Be prepared on a daily basis with materials and supplies for class.
- Be responsible for one's own behavior and learning.
- Actively participate when working as a member of a group.
- Be responsible with the use of time and resources.
- Meet requirements as assigned in each of your classes.
- Actively communicate with parents/guardians regarding academic progress.

Respect

- Demonstrate self control and don't be disruptive when on school property or attending a school sponsored activity.
- Be considerate in relationships with other students and school employees.
- Keep language and gestures free from profanity or obscenities.
- Be respectful of private, public, and school property.
- Be knowledgeable about the laws and school rules regarding students rights and responsibilities.
- Demonstrate respect for others' opinions and be mindful of self centered opinions.
- Cooperate with your teachers and school personnel in regards to school rules and regulations.

Attendance/Participation

- Take the opportunity to actively engage and participate in any school sponsored activity and or club.
- Remain on school grounds during the school day.
- Take the initiative to communicate between the school and parent/guardians.

Expression

- Support the right of freedom of expression.
- Ensure that personal expressions do not interfere with any educational program, school sponsored activity, or with the rights of others.

- Be sensitive of others when wearing or carrying items that may express obscene, racist, or sexual language that may be disruptive to the school environment.
- Be sensitive to others in the choice of expressive words, written and verbal, ensuring they are not obscene, racist, slanderous, libelous, sexist, or otherwise disruptive to the school environment.

IAA's disciplinary system is classified into 4 levels, least restrictive to most restrictive behaviors. Our behavioral system will reward positive behaviors and naturally consequence negative behaviors. The name of the system is the Cougar Buck Behavioral System. It is a point based system where students will start with a 2000 Cougar balance to be eligible for rewards trips and on grounds incentives. The explanation of the system is located below.

Cougar Bucks Behavioral System

In order to help recognize students who make positive choices and who create a positive climate for learning, IAA will use a Cougar Bucks Behavioral System to address positive as well as negative behaviors. All students will start each year with a **\$2000 Cougar Bucks balance**. The points will be tracked through our computer system called Kickboard. All parents/guardians will receive an access code to the system and will be able to review student progress at anytime. Students will be able to attend special school events and activities during the school day for consistently maintaining their Cougar Bucks by not receiving demerits. In addition, students will have the opportunity to receive rewards throughout the year. **Students will lose Cougar Bucks for rule violations, poor academic performance, and/or poor attendance. Students will also have the opportunity to earn Cougar Bucks back towards their total through improvement in academics, attendance, by being a positive citizen in our school community and by completing behavioral improvement contracts.** Repeated violations of school rules and/or major infractions will result in *progressive* discipline.

Consequences and Rewards for Scholarship and Attendance

The goal of the Innovative Arts Academy is for all students to graduate high school prepared to pursue higher education, military or the workforce. In order to achieve this goal, all students must be held to a high academic standard. **While students will not receive formal discipline for poor scholarship, their Cougar Buck Balance will be deducted. Students may also earn points for marked improvement and scholarship excellence.** This will affect a student's ability to attend special school events and activities during the school day.

Category	Cougar Buck Deduction Behaviors
Academics	<ul style="list-style-type: none"> ● Failing grade on a benchmark or final exam (-40) ● Grade of D on a benchmark or final exam (-30) ● Failing grade on a test (-20) ● Grade of D on a test (-15) ● Failing grade on an assignment other than a test (-10) ● Failing grade in a class at the end of a quarter (-50) ● Consistently completes classroom and homework assignments (+15) ● Mark improvement on classroom test (+20) ● Consistently is prepared for class and participates (+20) ● Improved end of quarter grade (+50) ● Consistently follows classroom rules and expectations (+15)
Attendance	<ul style="list-style-type: none"> ● Late to school (-5) ● 1 unexcused absence (-10) ● Consistently improved timeliness and attendance (+10)

Rewards for Positive Behaviors

Students who demonstrate a willingness to go above and beyond what is expected of them should receive some type of reward for their initiative. Also, students should be given the opportunity to redeem themselves for poor choices they have made early on. IAA believes that there is no such thing as a “bad child,” only “bad” choices they have made. All students should be given the opportunity to learn from their mistakes and to make amends for their behavior. The way to earn additional Cougar Bucks will be through the essential elements to promote success. All school personnel can reward students with the following:

Justice and Fairness: Student is able to express empathy towards another student and not retaliate if mistreated. (+20)

Inclusiveness: initiates positive interactions with all students and doesn't alienate any classmate from group or classroom discussion. (+10)

Honesty: student is trustworthy and tell the truth when faced with adversity. (+10)

Respect: student has high regard for how he/she speaks to others, expresses self, and treats others property. (+10)

Responsibility: Student is highly accountable for his/her actions and takes responsibility for bad choices when they are made. (+10)

Self Esteem: Student is able to step out of their comfort zone and be confident to actively participate in classroom assignments or social learning situations. (+10)

Caring: Be attentive towards others and show concern for their well-being. (+10)

Citizenship: Student who constantly follows the rules and expectations of the school, is responsible, and a caring participate in our school community. (+20)

Courage: Being a positive leaders, willing to do what is right when faced with adversity. Willing to report a serious safety/security situation. (+20)

Perseverance: Demonstrate pride, positive attitude, and is committed to completing a difficult task without quitting. (+20)

Consequences for Rule Violation

Level	Consequence	Applicable Rule Violations
Level 0	Poor Scholarship Attendance	<ul style="list-style-type: none"> ● Failing grade on a benchmark or final exam (-40) ● Grade of D on a benchmark or final exam (-30) ● Failing grade on a test (-20) ● Grade of D on a test (-15) ● Failing grade on an assignment other than a test (-10) ● Failing grade in a class at the end of a quarter (-50) ● Late to school (-5) ● 1 unexcused absence (-10)
Level 1	Written/Verbal Warning After School Detention School Community Service	<ul style="list-style-type: none"> ● Arguing with a student (-5) ● Arguing with a teacher (-5) ● Not following directions (-5) ● Yelling in the hallway or classroom (-5) ● Unsportsmanlike conduct (-5) ● Eating or drinking in class without permission (-5) ● Late to Class (-5) ● Dress Code 1st Offense (-5) ● Discriminatory slurs (-10) ● Disruptive conduct on school bus and/or bus stop (-10) ● Excessive talking that disrupts the class (-10) ● Excessive arguing with Teacher (-10) ● Excessive Tardiness to class 5x (-10) ● Out of assigned location (-10) ● Throwing items in hallway, classroom, or cafeteria (-10) ● Profanity when not directed (-10) ● Excessive Horseplay (-10) ● Dress Code Violation (-10) ● PDA/Kissing (-10) ● Cheating (-10) ● Cell Phone Violation (-10) ● Observed touching or taking students property without permission (-10) ● Walking out of class without permission (-10) ● Leaving trash or debris behind (-10) ● Minor Vandalism (-20) ● Damaging Property (-20) ● Other behaviors similar in nature to level 1 as determined by the school administration and/or state law
Level 2	Referral for Refocus Room (1-2 Days)	<ul style="list-style-type: none"> ● Profanity when directed (-20) ● Minor vandalism (-20) ● Unauthorized video/voice recording (-20) ● Horseplay that leads to injury (-20)



		<ul style="list-style-type: none"> ● Excessive PDA (-20) ● Refusal to serve consequences for level 1 behavior (-20) ● Skipping class without permission (-20) ● Forging a signature (-50) ● Verbal harassment without profanity (-100) ● Cyberbullying during school (-100) ● Cyberbullying after school (-100) ● Petty theft (-200) ● Possession of stolen property (-200) ● Indirect threat (-50) ● Repeated level 1 rule violation ● Other behaviors similar in nature to level 2 as determined by school administration and/or state law
Level 3	Suspension (1-10 Days) and/or Alt. School (TBD)	<ul style="list-style-type: none"> ● Trespassing (-50) ● Blatant Disrespect (-50) ● Major Vandalism (-50) ● Leaving campus without permission (-50) ● Refusal to serve consequences for level 2 behavior (-50) ● Inciting or participating in a disturbance / Failure to disperse (-100) ● Insubordination (-200) ● Direct threat (-300) ● Assault on a student / Fighting (-1000) ● Physical Altercation, No Punching (-300) ● Verbal Harassment / Bullying (-300) ● Grand theft- More than \$100 (-1000) ● Non-consensual contact/boundaries (-500) ● Inappropriate Sexual Boundaries (-1000) ● Sexual Harassment (-500) ● Possession of Pornography (-500) ● Possession of Medication (-500) ● Possession of tobacco/paraphernalia (-500) ● Possession of combustible items (-500) ● Displaying gang signs/symbols (-500) ● Hosting/Attending gang meetings (-500) ● Repeated level 1 and 2 rule violations ● Other behaviors similar in nature to level 3 as determined by school administration and/or state law
Level 4	Referral for Expulsion	<ul style="list-style-type: none"> ● Sexual Assault (-2000) ● Extortion (-2000) ● Kidnapping (-2000) ● Arson (-2000) ● Assault on a school employee (-2000) ● Indecent exposure (-2000) ● Possession of illegal substances/drugs (-2000)

		<ul style="list-style-type: none"> ● Distribution of illegal substances/drugs (-2000) ● Possession of explosives (-2000) ● Possession of a dangerous/illegal weapon (-2000) ● Violence in connection with gang activity (-2000) ● Repeated level 1, 2, and 3 rule violations that cause a student to reach a cougar buck balance of \$0 ● Other behaviors similar in nature to level 4 as determined by the school administration and/or state law
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Signatures and Acknowledgement

I have reviewed the Cougar Bucks Behavioral System, and I will follow all procedures, policies, and guidelines listed in this document. I understand that rule violations and/or evading consequences will result in progressive discipline leading up to expulsion. Failure to sign this document does will not exempt the student from being disciplined for any rule violations. Administration has the right to alter and/or change the behavioral system at any time. Parents and students will be made aware of all policy and/or procedural changes within 72 hours.



	Printed Name / Signature	Date
Student's Printed Name		
Student's Signature		
Parent's Printed Name		
Parent's Signature		
Administrator Signature		

Updated 8/12/2019