

Kua O Ka Lā Public Charter School
'Aelike Mutual Agreement
School-Wide Behavior Expectations and Discipline Plan

The purpose of the School-Wide Behavior Expectations at Kua O Ka Lā is to provide a safe, positive, and orderly environment conducive to academic, social, and character development for all participants. To accomplish this, students, makua, and staff are expected to:

1. **Aloha kekahi i kekahi**, *Have love for one another*
Show respect for yourselves, each other, and all property. Solve conflicts and problems in a constructive manner.
2. **Mālama i kou kuleana**, *Take care of your responsibilities*
Be responsible for your behavior, attend school everyday, bring all needed materials, remain on school grounds at all times, be on time, and be actively involved and committed to learning.
3. **Kōkua aku kokua mai**, *Give help, receive help*
Cooperate with others, put forth your best effort, care for each other, help without being asked, help others succeed, and support each other.
4. **Mahalo i ka mea loa'a**, *Be thankful for what we have*
Don't waste materials, food, or time. Care for all equipment and materials.

Attendance

Regular school attendance is extremely important, as it affects students' performance and grades. Students are expected to be in school every day unless there is an illness, family emergency, or doctor/dentist appointment. The school should be notified in writing prior to planned absences, or on the phone on the day of illness or emergency. On the day of return, student must present a note from the parent/guardian to the office and pick up an excuse slip to present to teachers. Make up work may be completed for full credit for excused absences, and partial credit (highest possible grade is a C) for unexcused absences. Make up work must be completed within one week of return. Note: Unexcused absences are truancy, and carry consequences under Class C.

Chapter 19

Kua o ka La Public Charter School follows Chapter 19, Revised June 2001.

Prohibited Student Conduct

Class A Offenses: Unlawful Conduct

1. **Assault**

Intentionally, knowingly, causing bodily injury to another person with or without a dangerous instrument.

2. **Burglary**

Intentionally entering or remaining unlawfully in a building and/or vehicle with intent to commit therein a crime against a person or against property rights.

3. **Extortion**

Ordering or obtaining money, personal property, or services from another by threatening bodily harm or damage to the other's personal property.

4. **Murder**

Intentionally or knowingly causing the death of another person.

5. **Property Damage**

Intentionally or recklessly damaging school property or property belonging to another person.

6. **Robbery**

Attempting to inflict serious bodily injury upon another person while in the process of theft.

7. **Sexual Offenses**

Rape, sodomy, sexual abuse, incest, indecent exposure, sexual harassment, etc.

8. **Terrorist Threatening**

Any threat, by word or conduct, to cause bodily injury to another person or serious damage to property of another or to commit a felony.

9. **Possession, Use, or Sale of:**

Intoxicating liquor, any drug, drug paraphernalia, marijuana, or other illicit substances which are illegal to possess, use, or sell. Also included under this section is possession, sale, or use of a dangerous weapon, switchblade knife, dirk, dagger, butterfly knife, blackjack, slug shot, bill, metal knuckles, or other instrument whose sole design or purpose is to inflict bodily injury or death. *(Any student who is found to be in possession of a dangerous weapon, intoxicating liquor, any drug, marijuana, or other illicit substances which are illegal to possess, use, or sell may be excluded from attending school for up to ninety-two school days pursuant to Chapter 19 revised 1996). See Act 44 Section 14-Section 302A-1134.6. Hawaii Revised Statutes. Zero tolerance policy attached*

10. **Firearms; Possession or Use of:**

Any weapon, the operating force or which is explosive. This includes but is not limited to rifles, pistols, and revolvers. *(Any student who is found to be in possession of a firearm while*

attending school shall be excluded from attending school for not less than one year pursuant to Chapter 19 revised 1996).

1st Offense

- Parents and/or police called.
- Immediate Parent-Student-Staff Conference
- Behavior plan including consequences to be created and signed at conference
- 5-7 days suspension-option for expulsion (parents notification)

2nd Offense

- 7-10 days suspension (parents/police called).

3rd offense

- Alternative Education Placement

Restitution

Class A- Minimum 3 persons involved in decision on restitution-must be consensus-all cases.

Class B Offenses: Unlawful Conduct

1. Disorderly Conduct

Includes – Rock throwing and/or any projectile objects, engaging in threatening, or violent behavior. Making any offensively coarse utterance, gesture, or display, or addressing abusive language to any person present which is likely to provoke a violent response, in creating a hazardous or physically offensive condition.

2. Consensual sexual acts on campus

3. False Alarm; Rendering of

Causing a false alarm (fire, bomb threat, etc.) to be transmitted whereby the school building, and school grounds has to be evacuated.

4. Gambling

Staking, risking, or to use skill to something of value upon the outcome of a contest of chance.

5. Harassment

Striking, shoving, kicking, or otherwise touching a person in any offensive manner. Insulting, taunting, or challenging another person in a manner likely to provoke a violent response. Causing fear to prevent others from gaining access or using school facilities such as restrooms, etc.

6. Trespassing

Entering or remaining unlawfully in or upon school premises after reasonable warning or request to leave by school authorities or police officers.

7. Theft

Obtaining or having control over the property or services of another with the intent of depriving the other of their lawful property or services. Intentionally receiving, keeping, or disposing of the property of another, knowing that it had been stolen.

8. Fighting

9. Insubordination

Willful or intentional disregard or refusal to obey an order which a teacher, officer, or other employee of the department is entitled to give and have obeyed.

10. Smoking, Use of Tobacco Substances

Possession or use of any tobacco substance (cigars, cigarettes, chewing tobacco, etc.)

- ❖ All tobacco related offenses carry the consequence of researching and making a presentation to the school on tobacco use and effects, in addition to regular Class C consequences.

Consequences for Class B Offenses

1st Offense

- 4 hours detention
- Kukakuka after Aho Loa sessions of staff choice
- Parent contact
- Public apology to school (**as applicable**)
- Restitution: replacement of damaged property (**as applicable**)

2nd Offense

- 6 hours detention
- Saturday Detention of staff choice
- Parent contact
- Public apology to school
- Restitution: replacement of damaged property

3rd Offense

- 1 day suspension; no make-up work
- Parent-Student-Staff Conference
- Behavior plan to be created and signed at conference
- Public apology to school
- Restitution: replacement of damaged property

4th and Subsequent Offenses

- Consequences to be based on previously filed behavior plan, including but not limited to:
 - Kukakuka*
 - Detentions
 - Suspension
 - Parent shadowing**
 - Seeking help from outside sources
 - Alternative Education placement
 - Possible Expulsion

*Restitution - Minimum 3 people involved in decision on restitution-must be consensus-all cases.

Class C Offenses: Department-Prohibited Conduct

1. Cutting class (absence from class without permission)

2. Cheating, Forgery and Plagiarism

3. Leaving campus without consent

If student leaves without permission, the police will be called as soon as practicable. Parents/guardians will also be called.

4. Truancy - Unexcused absence from school.

6. Tardy - 3 unexcused tardy to class or school equals to unexcused absence

7. Roughhouse and horseplay

(Includes boxing, baby bruises and wrestling)

8. Public intimacy

Public intimacy is defined as intimate sexual act(s) between couples. This includes **anything** but holding hands.

Consequences for Class C Offenses

1st Offense

- Informal kukakuka*
- Parent contact
- 2 hour Friday detention

2nd Offense

- Kukakuka* during one of Aho Loa (Wednesday class) sessions of staff choice
- Parent contact
- 4 hours Saturday detention

3rd Offense

- Parent-Student-Staff Conference
- Behavior plan to be created and signed at conference
- 6 hours of Saturday detention

4th and Subsequent Offenses

- Consequences to be based on previously filed behavior plan, including but not limited to:
 - Kukakuka*
 - Detentions
 - Suspension
 - Parent shadowing**
 - Seeking help from outside sources
 - Alternative Education Placement

Class D Offenses: School Prohibited Conduct

1. Contraband; Possession of

Possession of stereos (portable, walkman, CD etc), CDS, skateboards, roller blades, scooters, matches, lighters, balloons, make-up, non-alcoholic beer, needles, card collections, etc. as determined by the administration and communicated in writing to the families. Contraband items will be confiscated by a staff member, and will only be returned upon request of a parent or guardian, in person.

*** Cell phones allowed, for emergency use only. Phones must be turned off during school.**

2. Loitering in Off-Limits Areas

Off-limits areas are shown on attached maps. Students may only enter these areas when accompanied by adult school personnel.

3. Any other conduct as may be prescribed by school rules.

- a. Disrupting campus
- b. Cutting lunch line
- c. Littering
- d. Unacceptable language or gestures
- e. Teasing
- f. Gossiping
- g. Tardiness to class without a written note from a parent/guardian or staff member

Consequences for Class D Offenses

1st Offense

- Lunch detention

2nd Offense

- Lunch detention
- Informal kukakuka*
- Parent contact
- 1 hour Friday detention

3rd Offense

- Lunch detention
- Kukakuka* during one of Aho Loa (Friday class) sessions of staff choice
- Parent contact
- 2 hours Friday detention

4th Offense

- Lunch detention
- Parent-Student-Staff Conference
- Behavior plan to be created and signed at conference
- 3 hours of Friday detention

Swearing – (Class D) Consequences

1st offense - Lunch detention with writing from dictionary

2nd offense - Lunch detention with writing from dictionary

3rd offense - Lunch detention, 2 hours Friday after school detention and group Counseling during Aho Loa

4th offense - Lunch detention, Saturday all day work day

5th offense - Lunch detention, 1 day suspension (no make up work and unexcused absence)

6th offense - Lunch detention, 2 days suspension

7th offense - Lunch detention, Parent/Staff conference on Behavioral plan

4th and Subsequent Offenses

- Consequences to be based on previously filed behavior plan, including but not limited to:
 - Kukakuka
 - Detentions

- Suspension
- Parent shadowing
- Alternative Education Placement

General Guidelines

Upon (3) three separate suspensions; staff will meet with parents and students to determine if expulsion is appropriate.

No field trips off island for the next 20 weeks for any student with class A or B offense and/or any F's.

Any student who has committed a class A or B offense or has any F's will miss the next upcoming school field trips off island, and/or overnighter.

All students must have “**grade check**” before participating in off-island field trip.

Any offenses committed during a field trip may result in being banned from future field trips.

If parent is unable to attend parent/student conference after 3 attempts are made, student cannot return to school until parent comes.

Kukakuka

Kukakuka is conversation about issues that need to be addressed. This will take place with a staff member.

Parent Shadowing

Parent is expected to:

Be on campus all day

Participate in activities and classes

Monitor their child's behavior and support positive behavior

Report concerns to any staff member

Model appropriate behavior and comply with school wide behavior expectations

Truth & Consequences - Interviewing Student(s) Related to Incident

The questions you are going to be asked are related to the incident of (date). You (student) are ordered to answer them **truthfully** to the best of your ability. Any **untruthful** answers you give will be considered to be insubordination, in violation of school policy. This means that you (student) can receive school discipline for not telling the truth.

After school detentions will result in parents/guardians picking up student at designated areas - Opihikao or at Pu'ula'a. Person(s) responsible for picking up child must be ON TIME. Any delays will result in childcare fees. If you are unable to pick up child and KOKL must transport home, there will be a \$25.00 fee for KOKL use of van and fuel cost.

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Student name: _____ **Grade** _____

I have read, reviewed, and I understand the KOKL PCS Policy and Procedures Guidance Handbook, Aelike School-Wide Behavior Expectations and Discipline Plan. I agree to abide by these rules and to accept any consequences imposed for not following them.

Student's signature _____ **Date** _____

Makua:

I/We have read, reviewed and discussed the KOKL PCS KOKL PCS Policy and Procedures Guidance Handbook, Aelike School-Wide Behavior Expectations and Discipline Plan with my/our child (ren). I/We agree to participate in making sure my/our child(ren) understand(s) the Rules and the consequences for not following them. I/We agree to support Kua O Ka La PCS in administering the behavior plan and in imposing consequences for violation of the rules.

Parent's signature _____ **Date** _____

Kua O Ka Lā Public Charter School
Manawa Ho‘oikaika Sheet

Name _____ Teacher _____

Grade _____ Date _____ Time _____ Place _____

Incident # _____ Quarter: 1 2 3 4

You have been given this time for Manawa Ho‘oikaika because of a choice you made that does not support our school expectations of aloha, mālama, kōkua, and mahalo.

1. What did I do?

2. What happened as a result of my action?

3. What problems did this choice cause for others?

4. What choice would have been better?

5. How can I now make restitution for my actions?

My plan:

6. If I am referred again, what is my next consequence?

I will do my best to follow the plan I have written in order to restore pono to Kua O Ka Lā.

Student Signature _____ Date _____

Teacher Signature _____ Date _____

Parent Contact

Date _____ Time _____ Contacted by _____

Contact Result:
