

# **Board Policies**

School District  
Series 100

|  |                |            |
|--|----------------|------------|
| <b>Equal Educational Opportunity</b>                     | <b>1/12/16</b> | <b>102</b> |
| <b>Long-Range Needs Assessment</b>                       | <b>1/12/16</b> | <b>103</b> |
| <b>Anti-Bullying/Harassment and Discrimination</b>       | <b>8/23/11</b> | <b>104</b> |
| <b>Dangerous Weapons and Instruments Used as Weapons</b> | <b>1/12/16</b> | <b>106</b> |
| <b>Drug-Free Environment</b>                             | <b>1/12/16</b> | <b>107</b> |

EQUAL EDUCATIONAL OPPORTUNITY

The board will not discriminate in its educational activities on the basis of race, creed, color, religion, national origin, gender, age, marital status, sexual orientation, gender identity, veteran status, disability, or socioeconomic status.

The board requires all persons, agencies, vendors, contractors and other persons and organizations doing business with or performing services for the school district to subscribe to all applicable federal and state laws, executive orders, rules and regulations pertaining to contract compliance and equal opportunity.

The board is committed to the policy that no otherwise qualified person will be excluded from educational activities on the basis of race, creed, color, religion, national origin, gender, age, marital status, sexual orientation, gender identity, veteran status, disability, or socioeconomic status. Further, the board affirms the right of all students and staff to be treated with respect and to be protected from intimidation, discrimination, physical harm and harassment.

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Revised: 8/23/11  
1/12/16

Legal Reference: 20 U.S.C. §§ 1221 *et seq.* (2015).  
20 U.S.C. §§ 1681 *et seq.* (2015).  
20 U.S.C. §§ 1701 *et seq.* (2015).  
29 U.S.C. § 794 (2015).  
42 U.S.C. §§ 12101 *et seq.* (2015).  
34 C.F.R. Pt. 100 (2015).  
34 C.F.R. Pt. 104 (2015).  
Iowa Code §§ 216.9; 256.11, 280.3 (2015).  
281 I.A.C. 12.

## LONG-RANGE NEEDS ASSESSMENT

Long-range needs assessment enables the school district to analyze assessment data, get feedback from the community about its expectation of students and determine how well students are meeting student learning goals. The district will conduct ongoing and in-depth needs assessment, soliciting information from business, labor, industry, higher education and community members, regarding their expectations for adequate student preparation.

In conjunction with the in-depth needs assessment of the school district, the board will authorize the appointment of a committee, representing administrators, employees, parents, students and community members, to make recommendations and assist the board in determining the priorities of the school district in addition to the basic skills areas of the education program.

The Iowa City Community School District will provide opportunities for local feedback on an ongoing basis. One opportunity for feedback will occur through the Comprehensive School Improvement Plan Advisory Committee. In addition the District will develop and implement a comprehensive stakeholder perception management process that will include surveys designed to gather input in areas such as climate at the site and central office levels, student and employee engagement, employee professional development needs, and alumni workforce and college readiness. These surveys will be completed on an annual basis and the results will be shared with the community.

It is the responsibility of the superintendent to ensure the school district community is informed of students' progress on state and locally determined indicators. The superintendent will report annually to the board about the means used to keep the community informed.

As a result of the board and committee's work, the district will determine major educational needs and rank them in priority order; develop long-range goals and plans to meet the educational needs; establish and implement short-range and intermediate-range plans to meet the goals and to attain the desired levels of student performance; evaluate progress toward meeting the goals and maintain a record of progress under the plan that includes reports of student performance and results of school improvement projects; and annually report the school district's progress made under the plan to the committee, community and Iowa Department of Education.

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4/11/89  
3/10/92  
5/23/95  
12/10/96  
7/8/97  
12/10/02  
8/23/11  
1/12/16

Legal Reference: Iowa Code §§ 21; 280.12 (2015).  
281 I.A.C. 12.8(1)(b).

## ANTI-BULLYING/HARASSMENT AND DISCRIMINATION

The Board is committed to providing a safe and civil school environment in which all members of the school community are treated with dignity and respect. As a result, harassment and bullying of students, school employees, applicants, vendors, visitors, and/or volunteers are not tolerated by the Board to that end, the Board has in place policies, procedures, and practices that are designed to reduce and eliminate bullying and harassment as well as processes and procedures to deal with incidents of bullying and harassment.

“Volunteer” is defined as an individual who has regular, significant contact with students and does not refer to non-district persons who serve in “one-time-only” functions.

The Board prohibits harassment, bullying, hazing, or any other victimization, of students, school employees, applicants, vendors, visitors, and/or volunteers, based on any of the following actual or perceived traits or characteristics, including but not limited to, age, gender, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, veteran status, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status. Adherence to bona fide occupational/educational qualifications shall not be interpreted as discriminatory.

This policy is in effect while students, employees, applicants, vendors, visitors, and/or volunteers are on property within the jurisdiction of the Board; while on school-owned or school-operated vehicles; while attending or engaging in school-sponsored activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the school or school district.

If, after an investigation, a person is found to be in violation of this policy, he/she shall be disciplined by appropriate measures up to, and including:

- for a student, suspension and expulsion;
- for an employee, termination; and,
- for an applicant or school vendor, visitor, or volunteer, exclusion from school grounds.

Harassment and bullying shall be defined as any electronic, written, verbal, or physical act or conduct that is based on any actual or perceived trait or characteristic of a person and that creates an objectively hostile school environment that meets one or more of the following conditions:

- Places the person in reasonable fear or harm to the person or substantial harm to the person’s property;
- Has a substantial and detrimental effect on the person’s physical or mental health;
- Has the effect of substantially interfering with the person’s performance; or
- Has the effect of substantially interfering with the person’s ability to participate in or benefit from the services, activities, or privileges provided by the district.

“Electronic” means any communication involving the transmission of information by wire, radio, optical cable, electromagnetic, or other similar means. “Electronic” includes but is not limited to communication via electronic mail, internet-based communications, pager service, cell phones, electronic text messaging or similar technologies.

Harassment and bullying may include, but are not limited to, the following behaviors and circumstances:

- Verbal, nonverbal, physical or written harassment, bullying, hazing, or other victimization that have the purpose or effect of causing injury, discomfort, fear, or suffering to the victim;
- Repeated remarks of a demeaning nature that have the purpose or effect of causing injury, discomfort, fear, or suffering to the victim;
- Implied or explicit threats concerning one’s grades, achievements, property, etc. that have the purpose or effect of causing injury, discomfort, fear or suffering to the victim;
- Demeaning jokes, stories, or activities directed at the student that have the purpose or effect of causing injury, discomfort, fear or suffering to the victim; and/or

- Unreasonable interference with a person's performance or creation of an intimidating, offensive, or hostile environment.

For the purposes of this policy, sexual harassment is defined as unwelcome advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature when:

- A. submission to such conduct is explicitly or implicitly made a term or condition of status in a class, program, or activity;
- B. submission to or rejection of such conduct is used as a basis for an educational decision affecting student; or
- C. such conduct has the purpose or effect of interfering with an performance, or of creating an intimidating, hostile, or offensive environment for learning.

Sexual overtures by a staff member to a student shall be investigated per the child abuse law in chapter 102 of the Iowa Department of Education administrative code. Any sexual overtures by a staff member to a student, whether welcome or unwelcome, are prohibited and shall be grounds for discipline, including discharge of the staff member.

The school or school district will promptly and reasonably investigate allegations of bullying or harassment.

Retaliation against any person, because the person has filed a bullying or harassment complaint or assisted or participated in a harassment investigation or proceeding, is prohibited. Individuals who knowingly file false harassment complaints and any person who gives false statements in an investigation shall be subject to discipline by appropriate measures, as shall any person who is found to have retaliated against another in violation of this policy.

The Board will annually publish this policy. The policy may be publicized by the following means:

- Inclusion in the student handbook
- Inclusion in the employee handbook
- Inclusion in the registration materials
- Inclusion on the school or school district's web site,
- (other)

Copies will be available to any person at the Educational Services Center at 1725 N. Dodge Street, Iowa City, IA 52245.

Date of Adoption: 10/23/07  
Revised: 1/08  
8/23/11

Reference:

Code of Iowa 708.7,  
20 U.S.C. §§ 1221-1234  
(2004)  
29 U.S.C. §§ 794 (1994)  
42 U.S.C. §§ 2000d-2000d-7  
(2004) §  
42 U.S.C. §§ 12001 et.seq.  
(2004)  
Senate File 61, 1<sup>st</sup> Regular  
Session, 82<sup>nd</sup> General  
Assembly, (2007)  
Code of Iowa §§ 216.9; 280.3 (2007)  
281 I.A.C. 12.3(6)  
IASB Policy No. 104 (2011)

## DANGEROUS WEAPONS AND INSTRUMENTS USED AS WEAPONS

Members of the school community have the right to attend schools and school activities that are safe. Schools and patrons are not safe if members of the school community bring, possess, or use an instrument as a dangerous weapon in school district facilities, on school district premises, on property within the jurisdiction of the school district, or at school district activities. School district facilities are not an appropriate place for weapons, dangerous objects and look-alikes. Weapons and other dangerous objects and look-alikes will be taken from students and others who bring them on to the school district property or on to property within the jurisdiction of the school district or from students or others who are within the control of the school district. Thus, the Iowa City Community School District will not tolerate any members of the school community who possesses, buys, sells, uses, or threatens to use a dangerous weapon in school district facilities, on school district premises, on property within the jurisdiction of the school district or at school district activities. In addition, any member of the school community who illegally possesses, buys, sells, uses or threatens to use dangerous weapons off school premises may be subjects to disciplinary action where school safety considerations are at issue. The Board may report any violation of this policy to law enforcement authorities.

Dangerous weapons or objects may include any object used to intimidate, coerce, scare, or threaten a member of the school community and shall be defined by applicable federal or state law.

Students who possess weapons or dangerous object look-alikes may be subject to disciplinary action up to and including expulsion. The weapon or object will be taken from the student or other individual who brings them into school district facilities, on school district premises, on property within the jurisdiction of the school district, or to school district activities.

Students bringing firearms to school or knowingly possessing firearms at school will be expelled for not less than one year. The Superintendent has the authority to recommend the modification of this expulsion requirement on a case-by-case basis. For purposes of this policy, the term “fire-arm” includes but is not limited to any weapon that is designed to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, a muffler or silencer for such a weapon, or any explosive, incendiary or poison gas.

Parents/guardians of students in violation of this policy will be notified of the incident.

Dangerous weapons brought or otherwise possessed by a staff member in school district facilities, on school district premises, on property within the jurisdiction of the school district, or at school district activities will be confiscated. Confiscation of weapons shall be reported to the police, and the staff member will be subject to disciplinary action up to and including termination.

Weapons under the control of law enforcement officials are exempt from this policy. In addition, the principal may allow authorized persons to display weapons, other dangerous objects, or look-alikes for educational purposes.

It is the responsibility of the Superintendent, in conjunction with the principal, to develop administrative regulations regarding this policy.

Adopted: 3/29/94  
 Revised: 10/25/94  
 10/28/97  
 8/28/01  
 8/23/11  
 1/12/16

References: No Child Left Behind, Title IV, Sec. 4141, P.L. 107-110 (2004).  
 Improving America's Schools Act of 1994, P.L. 103-382 18

U.S.C. § 921 (2006).

McClain v. Lafayette County Bd. Of Education, 673 F.2d 106 (5<sup>th</sup> Cir. 1982).

Iowa Code §§ 279.8; 280.21B; 724 (2009).

281 I.A.C. 123(6)

IASB Policy No. 502.6 (2011)

## DRUG-FREE ENVIRONMENT

The school district shares with the community the responsibility to provide an optimal school and work environment for the intellectual, emotional, and physical development of its students. Therefore, the Board prohibits the distribution, dispensing, manufacture, possession, use, or being under the influence of beer, wine, alcohol, or controlled substances, by members of the school community while on District property or on property within the jurisdiction of the School District, while on school owned and/or operated school or chartered vehicles, while attending or engaging in school activities, or while away from school grounds if the misconduct will directly affect the good order, efficient management, or welfare of the School District. Look-alike substances that appear to be tobacco, nicotine products, beer, wine, alcohol, or controlled substances also fall within this Policy to the extent that the relevant conduct will directly affect the good order, efficient management, or welfare of the School District. Violation of this Policy and/or the Drug-Free Workplace Act of 1988 by members of the school community will result in disciplinary action including, for a student, potential suspension and expulsion, for an employee, potential termination, and for an applicant or school vendor, visitor, or volunteer, potential exclusion from school grounds. Possession, use, or being under the influence of beer, wine, alcohol, and/or a controlled substance may be reported to local law enforcement authorities.

The use, purchase, or possession of cigarettes, tobacco, tobacco products, or nicotine products for those under the age of eighteen may be reported to the local law enforcement authorities. School District facilities and grounds, including school vehicles, are off limits for tobacco use, including the use of nicotine products that are not FDA (Federal Drug Administration) approved for tobacco cessation. This policy applies to students, employees, and visitors and applies at all times, including school-sponsored and non-school-sponsored events. Persons failing to abide by this policy are required to extinguish their smoking material, dispose of the tobacco/nicotine product or leave the school district premises immediately. It is the responsibility of the administration to enforce this policy.

Students who violate the terms of this policy may be required to satisfactorily complete a substance abuse assistance or rehabilitation program approved by the Board. If such student fails to satisfactorily complete such a program, the student may be subject to discipline including suspension or expulsion.

Employees who violate the terms of this policy may be required to attend as a condition of employment substance abuse counseling and/or to participate in inpatient substance abuse rehabilitation. Any employee who receives a criminal, drug-related conviction for a violation of this policy must notify his/her immediate supervisor within five days of the conviction. Federal agencies with which the District has grants or contracts will be notified of the conviction within ten days of receiving the notice. As a condition of employment, all employees must agree to abide by the terms outlines in this policy.

Drug-free awareness information will be provided to assist members of the school community in broadening their knowledge of the harmful effects of controlled substances and in the treatment of alcoholism or addiction to controlled substances.

Adoption: 8/22/89  
Revised: 5/26/92  
6/9/98  
8/28/01  
8/23/11  
3/10/15  
1/12/16

References:  
34 C.F.R. Pt. 86 (2006)  
Iowa Code  
§§ 123.46; 124; 279.8, .9; 453A (2009)

281.I.A.C. 12.3(9); .5(3)(e), .5(4)(e), .5(5)(e), .5(21)  
IASB Nos. 403.5 (2015), 502.7 (2015), 905.2 (2015)