



# Academies of Racine – Gifford

8332 Northwestern Ave.  
Racine, WI 53406  
(262) 619-4550  
*My Choice, My Future*  
[www.rusd.org/gifford](http://www.rusd.org/gifford)



Hello Gifford Families,

We sincerely hope your summer has been enjoyable, and that it was as productive and relaxing as you needed it to be. The purpose of this letter is to address the use of cell phones by students at Gifford. **Beginning in the 2023-24 school year Gifford's policy regarding cell phones will be as follows:**

*Student use or possession of an electronic communication device, such as a cell phone, **is generally prohibited during the school day.** However, the school recognizes the value of students maintaining communication with their parents/ guardians and other appropriate persons for health, safety, and educational purposes, especially before and after established school hours.*

*Use and possession of electronic communication devices may be permitted during school hours only if use and possession is determined by the administration or classroom teacher to be for a medical, school, educational, or other legitimate use at designated times only. Such use or possession of an electronic communication device may not, in any way:*

- **Disrupt the educational process in the school district**
- **Endanger the health or safety of the student or anyone else**
  - **Invade the rights of others at school**
- **Involve illegal or prohibited conduct of any kind.**

Devices that are not determined by the administration to fit the above exceptions shall be stored in a locker or backpack and turned off. If a question arises as to the compliance of a student with this policy, the determination of the administration shall be final regarding this issue. This move may seem radical to some, especially the students, but we truly believe this is a policy that will yield positive results. We do ask that you discuss this with your child and thank you in advance for your support and cooperation. The portions of RUSD's Code Book of Rights and Responsibilities, that deals with electronic devices, and the corresponding consequences aligned with our cell phone policy are copied on the back.

**Consequences for violating Gifford's cell phone policy:**

1. First offense-student will be asked to put the phone in their locker
2. Second offense- Staff member holds phone until dismissal time
3. Third offense-parent required to pick up the phone
4. Fourth offense-Out of School Suspension (OSS)

**If a student refuses to put the phone away when asked, and refuses to hand the phone over to an adult it may result in an OSS.**

Sincerely,

*Gifford Administration*

*Vision: Gifford Gators will achieve excellence by surpassing individual growth goals and contributing to our community.  
Mission: Preparing every student to be high school ready through exploration and discovery.*

## Code of School/Classroom Conduct and Discipline Chart

<ul style="list-style-type: none"> <li>Classroom Intervention and/or Discipline</li> <li>No Classroom Removal</li> <li>Support Staff Interventions</li> </ul>	<b>Response Level 1</b>
<ul style="list-style-type: none"> <li>Support Staff Interventions and Administrative Intervention/Discipline</li> <li>No more than 2 days of In-School Suspension or Out of School Suspension</li> </ul>	<b>Response Level 2</b>
<ul style="list-style-type: none"> <li>Intensive Intervention and Administrative Discipline up to 3 days suspension (elementary)</li> <li>Intensive Intervention and Administrative Discipline up to 5 days suspension (secondary)</li> </ul>	<b>Response Level 3</b>
<ul style="list-style-type: none"> <li>Intensive Intervention and Administrative Discipline</li> <li>Possible long-term removal from school and re-engagement strategies</li> </ul>	<b>Response Level 4</b>
<ul style="list-style-type: none"> <li>Suspension and recommendation for expulsion</li> </ul>	<b>Response Level 5</b>

Examples of Conduct	Definition of the Violation	Response Level	
		Minimum	Maximum
<b>Academic Dishonesty, Group</b>	Any type of cheating that occurs in relation to a formal academic exercise, that involves two or more people, including distribution and/or intent to distribute	2	4
<b>Academic Dishonesty, Individual</b>	Any type of cheating that occurs in the relation to a formal academic exercise, limited to the individual	1	1
<b>Bullying/ Cyberbullying</b>	Repetitive, deliberate, unfair, one-sided behavior that involves unequal power, done with the intention of physically, emotionally, or mentally harming others, whether directly, indirectly or electronically	2	5
<b>Disruption</b>	Repeated and/or behavior that disrupts the educational process of others.	1	4
<b>Insubordination</b>	Repeated and/or intentional refusal to comply with proper and authorized directions or instructions of a staff member	1	3
<b>Network Violation</b>	Any violation of the Network Use Agreement	1	5
<b>Other similar offenses</b>	Engaging in other similar conduct that disrupts the educational process or interferes with teaching and learning.	1	5
<b>Personal Threat</b>	Direct or indirect (through another party) electronic, spoken or written statement or physical gesture indicating intent to do bodily harm directed towards others or put other in fear of immediate bodily injury	2	5
<b>Recording/ Photographing another person</b>	Transmitting or distributing any recording/photograph that has not been approved by or authorized by the school of the voice or image of any other student, staff member or other person without the consent of the person(s) so recorded.	3	5
<b>Sexting</b>	Distribution (showing, sharing, or posting) of sexually explicit materials, including but not limited to suggestive messages or nude or semi- nude photographs/videos, via digital or non-digital media	3	5
<b>Sexual Harassment</b>	Unwelcome sexual advances, request for sexual favors, sexually motivated physical contact, (not including engagement in sexual intercourse or oral sex) gestures or other verbal conduct or communication of a sexual nature	3	5
<b>Verbal Abuse Harassment</b>	<b>Elementary Level</b> Disturbing other(s) by use of electronic, written or spoken word; pestering, tormenting, or threatening that is deliberate, repetitive, and/or malicious, which may include language that targets a person's protected class status	1	5
<b>Verbal Abuse Harassment</b>	<b>Middle &amp; High School Level</b>	2	5
<b>Verbal Abuse Profanity</b>	Use of language, either electronic written or spoken, or conduct or gestures, which are obscene, lewd, profane, or vulgar, or sexually suggestive.	1	4

### Use Of Electronic Devices (pg. 30)

The use of electronic devices, including but not limited to cell phones, tablets, computers, etc, is allowable ONLY with approval from school staff for instructional purposes. Any other use is subject to the consequences outlined in this Code of Rights and Responsibilities.

### Search of Electronic Devices (pg. 33)

The Directing Principal and/or designee may search the contents of audio, video and photographic recording devices belonging to or in the possession of a student when the audio, video or photographic device is on school property or at a school sponsored event and when there is reasonable grounds to suspect that a search will lead to evidence that a student has violated or is violating either the law or school rules or policies. Audio, video and photographic devices include but are not limited to audio recorders, cameras, video cameras, laptop computers, tablets, and cell phones. Devices may be held by the school for return to the parent(s)/guardian(s) of the student or retained for disciplinary proceedings or turned over to law enforcement officials. The adult student or parent/guardian of a minor student shall be notified of devices turned over to law enforcement officials.