

R 5600 STUDENT DISCIPLINE/CODE OF CONDUCT (M)

M

A. Purpose

The Student Code of Conduct and this Regulation are established to achieve the following purposes:

1. Foster the health, safety, social, and emotional well-being of students;
2. Support the establishment and maintenance of civil, safe, secure, supportive, and disciplined school environments conducive to learning;
3. Promote achievement of high academic standards;
4. Prevent the occurrence of problem behaviors;
5. Establish parameters for the intervention and remediation of problem student behaviors at all stages of identification; and
6. Establish parameters for school responses to violations of the code of student conduct that take into account, at a minimum, the severity of the offenses, the developmental ages of student offenders and students' histories of inappropriate behaviors in accordance with N.J.A.C. 6A:16-7.2 through 7.8, as appropriate.

B. Expectations for Academic Achievement, Behavior, and Attendance

All students have a responsibility to comply with State statutes and administrative codes for academic achievement, behavior, and attendance, pursuant to N.J.A.C. 6A:32-8 and 13.1.

C. Behaviors That May Result in Suspension or Expulsion

In accordance with the provisions of N.J.S.A. 18A:37-2, any student who is guilty of continued and willful disobedience, open defiance of the authority of any teacher or person having authority over the student, the habitual use of profanity or of obscene language, or who shall cut, deface or otherwise injure any school property, shall be liable to punishment and to suspension or expulsion from school. Conduct which shall constitute good cause for suspension or expulsion of a student guilty of such conduct shall include, but not be limited to, any of the following:



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1. Continued and willful disobedience;
2. Open defiance of the authority of any teacher or person, having authority over the student;
3. Conduct of such character as to constitute a continuing danger to the physical well-being of other students;
4. Physical assault upon another student;
5. Taking, or attempting to take, personal property or money from another student, or from the student's presence, by means of force or fear;
6. Willfully causing, or attempting to cause, substantial damage to school property;
7. Participation in an unauthorized occupancy by any group of students or others of any part of any school or other building owned by any school district, and failure to leave such school or other facility promptly after having been directed to do so by the Principal or other person then in charge of such building or facility;
8. Incitement which is intended to and does result in unauthorized occupation by any group of students or others of any part of a school or other facility owned by any school district;
9. Incitement which is intended to and does result in truancy by other students;
10. Knowing possession or knowing consumption without legal authority of alcoholic beverages or controlled dangerous substances on school premises, or being under the influence of intoxicating liquor or controlled dangerous substances while on school premises; and
11. Harassment, intimidation, or bullying.

Students shall also be suspended from school for assault upon a school staff member in accordance with the provisions of N.J.S.A. 18A:37-2.1 and 2.2.

D. Students' Rights

Students subject to the consequences of the Student Discipline/Code of Conduct Policy and Regulation shall be informed of their rights, pursuant to N.J.A.C. 6A:16-7.1(c)3.i. through vii., that include:



1. Advance notice of behaviors that will result in suspensions and expulsions that have been identified under authority of N.J.S.A. 18A:37-2;
2. Education that supports students' development into productive citizens;
3. Attendance in safe and secure school environments;
4. Attendance at school irrespective of students' marriage, pregnancy, or parenthood;
5. Due process and appeal procedures, pursuant to N.J.A.C. 6A:3-1.3 through 1.17, N.J.A.C. 6A:4 and, where applicable, N.J.A.C. 6A:14-2.7 and 2.8, and N.J.A.C. 6A:16-7.2 through 7.5;
6. Parent notification consistent with the policies and procedures established pursuant to N.J.A.C. 6A:16-6.2(b)3 and N.J.A.C. 6A:16-7.1 through 7.8; and
7. Protections pursuant to 20 U.S.C. § 1232g, Family Educational Rights and Privacy Act; 34 CFR Part 99, Family Educational Rights and Privacy; 20 U.S.C. § 1232h, Protection of Student Rights; 34 CFR Part 98, Student Rights in Research, Experimental Programs and Testing; P.L. 104-191, Health Insurance Portability and Accountability Act; 45 CFR Part 160, General Administrative Requirements; 20 U.S.C. § 7165, Transfer of school disciplinary records; 42 CFR Part 2, Confidentiality of Alcohol and Drug Abuse Patient Records; N.J.S.A. 18A:40A-7.1, Confidentiality of certain information provided by students, exceptions; N.J.A.C. 6A:16-3.2, Confidentiality of student alcohol and other drug information; N.J.S.A. 18A:36-19, Student records, creation, maintenance and retention, security and access, regulations, nonliability; N.J.S.A. 2A:4A-60, Disclosure of juvenile information, penalties for disclosure; N.J.A.C. 6A:32-7, Student Records; N.J.A.C. 6A:14-2.9, Student records, as well as other existing Federal and State laws and rules pertaining to student protections.

E. Comprehensive Behavioral Supports

Below are behavioral supports that promote positive student development and the students' abilities to fulfill the behavioral expectations established by the Board. These behavioral supports may include, but are not limited to, the following:

1. Positive Reinforcement for Good Conduct and Academic Success

A student will be provided positive reinforcement for good conduct and academic success which may include, but are not limited to:



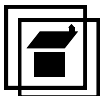
- a. Renaissance Program (Jr./Sr. High School)
 - b. Awards and Recognition
 - c. Garnett Gold Tickets (Elementary)
 - d. Caught Doing Good Postcards (Elementary)
2. Supportive Interventions and Referral Services

A student may be referred to the school's Intervention and Referral Services Team in accordance with the provisions of N.J.A.C. 6A:16-8.1 and 8.2 and Policy and Regulation 2417.

3. Remediation of Problem Behavior

The following actions may be taken to remediate problem behavior. These actions will take into account the behavior's nature, the students' developmental ages, and the students' histories of problem behaviors and performance.

- a. Restitution and Restoration
 - (1) A student may be required to make restitution for any loss resulting from the student's conduct; or
 - (2) A student may be required, at the discretion of the school district and when appropriate, to restore to its former condition any damaged or defaced property resulting from the student's conduct.
- b. Counseling
 - (1) A student may be required to consult with school guidance counselors or Child Study Team members.
 - (2) The counselor will explain why the student's conduct is unacceptable to the school and damaging to the student, what the consequences of continued misconduct are likely to be, and appropriate alternative behaviors.
 - (3) The counselor may refer the student, as appropriate, for additional counseling, evaluation, intervention, treatment, or therapy.



Referrals may be made to the Child Study Team, the school's Intervention and Referral Services Team, a public or private social agency, a legal agency, or any other referral service that may assist the student.

c. Parent Conferences

- (1) Students may be required to attend a meeting with their parent and appropriate school staff members to discuss the causes of the student's behavior, possible remediation, potential disciplinary measures, and alternative conduct.

d. Alternate Educational Program

- (1) Students may be assigned to an alternate educational program as recommended by administration. A student's guidance counselor, classroom teacher, Child Study Team, and/or other school staff member may give input to the administration about the alternate education program.

4. Students with Disabilities

For students with disabilities, the remedial measures and behavioral interventions and supports shall be determined and provided pursuant to N.J.A.C. 6A:14.

F. School Responses to Violations of Behavioral Expectations

1. In accordance with the provisions of N.J.A.C. 6A:16-7.1(c)5, the Student Code of Conduct shall include a description of school responses to violations of behavioral expectations established by the Board of Education that, at a minimum are graded according to the severity of the offenses, and consider the developmental ages of the student offenders and their histories of inappropriate behavior that shall:
 - a. Include a continuum of actions designed to remediate and, where necessary or required by law, to impose sanctions;
 - b. Be consistent with other responses, pursuant to N.J.A.C. 6A:16-5.5;
 - c. Provide for equitable application of the Code of Student Conduct without regard to race; color; religion; ancestry; national origin; nationality; sex; gender; sexual orientation; gender identity or expression; marital, domestic-



partnership, or civil union; mental, physical, or sensory disability; or any other distinguishing characteristic, pursuant to N.J.S.A. 10:5-1 et seq. and

- d. Be consistent with provisions of N.J.S.A. 18A:6-1, Corporal Punishment of Students.

G. Description of School Responses

School responses to violations of behavioral expectations are listed below:

1. Admonishment/Reprimand

- a. A school staff member in authority may admonish or reprimand a student's unacceptable conduct and warn the student that additional misconduct may warrant a more severe penalty.

2. Temporary Removal from Classroom

- a. The classroom teacher may direct the student report to the office of the administrator in charge of student discipline.
- b. The teacher will complete a form that indicates the student's name and the conduct that has caused the student's removal from the teacher's room.
- c. The administrator in charge of discipline will interview the student and determine which, if any, additional consequences shall be imposed.

3. Meeting with School Administration and Parent

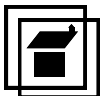
- a. The student's parent may be required to attend a meeting with the Principal or designee and the student to discuss the student's conduct and to ensure the parent and the student understand school rules and expectations.

4. Deprivation of Privileges

- a. Students may be deprived privileges as disciplinary sanctions when designed to maintain the order and integrity of the school environment. These privileges may include, but are not limited to:
 - (1) Moving freely about the school building;
 - (2) Participation in co-curricular or inter/intrascholastic activities;



- (3) Attendance at a school-related social or sports activity;
 - (4) Participation in a graduation ceremony;
 - (5) Transportation to and from school on a school bus; or
 - (6) Any other privilege the Building Principal or designee determines may be appropriate and consistent with Policy and Regulation 5600 and N.J.A.C. 6A:16-7.1 et seq.
5. Detention
 - a. A student may be required to report before or after the school day to detention. This detention may be assigned by the teacher or the Principal or designee.
 - b. Transportation to detention before school or from detention after school will be the responsibility of the parent.
 - c. A student may be excused from detention only for an unavoidable commitment previously made; any such excused detention must be made up on another day.
6. Grade Adjustment
 - a. A student who has cheated on a test or assignment, plagiarized material, falsified sources, refused to submit assignments, or otherwise indulged in academic dishonesty or negligence may suffer a reduced grade by virtue of the disqualified work. In no other instance may a student's grade be lowered as a direct penalty for misconduct.
7. In-school Suspension
 - a. If the school operates an in-school suspension program, a student may be removed from his/her regular classes and required to report to the in-school suspension program.
 - b. In-school suspension will not be imposed without the due process procedures set forth in Policy and Regulation 5610.



8. Suspension from School

- a. A student may be denied the right to attend school for a period of time pursuant to N.J.S.A. 18A:37-2, N.J.A.C. 6A:16-7.2 and 6A:16-7.3, and Policy 5610.
- b. Suspension from school will not be imposed without the due process procedures set forth in Policy and Regulation 5610.

9. Expulsion

- a. The Board may expel a general education student from school, pursuant to N.J.S.A. 18A:37-2, N.J.A.C. 6A:16-7.4, and Policy 5620.
- b. Expulsion is an extremely serious disciplinary measure and will not be imposed without the due process set forth in Policy and Regulation 5610 and Policy 5620.

H. Chart of Discipline

1. Below is a Chart of Student Discipline listing school responses to violations of behavioral expectations. These behavioral expectations and school responses include, but are not limited to:

Haddon Heights Elementary Schools Code of Conduct

The school should be a warm, friendly, and pleasant place where students and teachers accept mutual responsibility for the educational process. Courtesy and respect are necessary from all parties in order to establish a good climate for teaching and learning. Rules are necessary in order that everyone's rights be protected and students learn good habits of social behavior. Penalties for breaking the rules are a necessary learning experience when a child's attitude toward his/her teacher or classmate is disruptive, surly, or defiant. Teachers must use every effort to be patient and understanding with students who are immature and restless and must accord all students proper respect and dignity when addressing improper student behaviors. Students must recognize and accept their responsibility to be courteous, respectful, and responsive to teacher and administrative requests.

Consequences for inappropriate behavior will vary with the nature and seriousness of the offense. The following guidelines have been established when it becomes necessary to take disciplinary action. The age span of a child from Kindergarten to sixth grade requires that discipline be treated on a case by case basis within the general guidelines listed below.



1. When a student is reminded of his/her classroom behavior consistently, (s) he is sending a message for help. The teacher will discuss the situation with the student.
2. Should behavior not show improvement, a parent will be contacted for a conference and an administrator notified.
3. The principal may request a conference with parent and teacher for a unified course of action.
4. If inappropriate behavior continues, a referral may be made to the I & R S Committee.
5. Should the behavior still not show signs of improvement, the Child Study Team is notified for consultation to provide techniques to improve behavior. Parents are notified of the status of the situation.
6. On those occasions when immediate action must be taken due to the severity of the incident, e.g., fighting, obscene language, defiance of authority, possession of a weapon, truancy, etc., in/out school suspension may be imposed. The parent and the Superintendent of schools will be notified.

DEFINITION OF A WEAPON

Under no circumstances are students permitted to bring any form of weapon or anything that resembles a weapon onto school property. This includes, but is not limited to, any type of knife, penknife, gun or toys that resemble a weapon. In the event that a student brings a weapon to school, parents will be notified and the student will be suspended from school. Further disciplinary action and an appearance before the Board of Education may be required.

Before a student is readmitted to school after a suspension, a conference will be held with the parent, student, teacher, principal, and if required, a member of the Child Study Team, to establish a course of action to avoid a repeat of the incident resulting in suspension.

Through the cooperation of the home and school, it is hoped that a positive change of behavior can be affected.



Harassment, Intimidation, and Bullying

This Policy 5512 and Regulation 5512 applies to all acts of harassment, intimidation, or bullying, pursuant to N.J.S.A. 18A:37-14 that occur on school property, at school-sponsored functions, or on a school bus and, as appropriate, acts that occur off school grounds.

See Board of Education approved policy 5512 and regulation 5512 on School and District Website. Please note, the policy and regulation were also distributed to students.

District Anti-Bullying Coordinator

Joseph Cramp
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Glenview Elementary School Anti-Bullying Specialist

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Seventh Avenue Elementary School Anti-Bullying Specialist

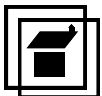
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Jr./Sr. High School Anti-Bullying Specialist

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Atlantic Avenue Elementary School Anti-Bullying Specialist

Jennifer Ellis
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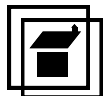
“Harassment, intimidation, or bullying” means any gesture, any written, verbal or physical act, or any electronic communication, as defined in N.J.S.A. 18A:37-14, whether it be a single incident or a series of incidents that:

1. Is reasonably perceived as being motivated by either any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability; or
2. By any other distinguishing characteristic; and that
3. Takes place on school property, at any school-sponsored function, on a school bus, or off school grounds, as provided for in N.J.S.A. 18A:37-15.3, that substantially disrupts or interferes with the orderly operation of the school or the rights of other students; and that
4. A reasonable person should know, under the circumstances, that the act(s) will have the effect of physically or emotionally harming a student or damaging the student’s property, or placing a student in reasonable fear of physical or emotional harm to his/her person or damage to his/her property; or
5. Has the effect of insulting or demeaning any student or group of students; or
6. Creates a hostile educational environment for the student by interfering with a student’s education or by severely or pervasively causing physical or emotional harm to the student.

“Electronic communication” means a communication transmitted by means of an electronic device, including, but not limited to, a telephone, cellular phone, computer, or pager.

Consequences and Appropriate Remedial Actions

The following factors, at a minimum, shall be given full consideration by school administrators in the implementation of appropriate consequences and remedial measures for each act of harassment, intimidation, or bullying by students. Appropriate consequences and remedial actions are those that are graded according to the severity of



the offense(s), consider the developmental ages of the student offenders and students' histories of inappropriate behaviors, per the Code of Student Conduct and N.J.A.C. 6A:16-

Factors for Determining Consequences

1. Age, developmental and maturity levels of the parties involved and their relationship to the school district;
2. Degrees of harm;
3. Surrounding circumstances;
4. Nature and severity of the behavior(s);
5. Incidences of past or continuing patterns of behavior;
6. Relationships between the parties involved; and
7. Context in which the alleged incidents occurred.

Factors for Determining Remedial Measures

Personal

1. Life skill deficiencies;
2. Social relationships;
3. Strengths;
4. Talents;
5. Traits;
6. Interests;
7. Hobbies;
8. Extra-curricular activities;
9. Classroom participation;
10. Academic performance; and
11. Relationship to students and the school district.

Environmental

1. School culture;
2. School climate;
3. Student-staff relationships and staff behavior toward the student;
4. General staff management of classrooms or other educational environments;
5. Staff ability to prevent and manage difficult or inflammatory situations;
6. Social-emotional and behavioral supports;
7. Social relationships;
8. Community activities;
9. Neighborhood situation; and
10. Family situation.



Consequences and appropriate remedial action for a student or staff member who commits one or more acts of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion of students, as set forth in the Board's approved Code of Student Conduct pursuant to N.J.A.C. 6A:16-7.1. Consequences for a student who commits an act of harassment, intimidation, or bullying shall be varied and graded according to the nature of the behavior, the developmental age of the student and the student's history of problem behaviors and performance, and must be consistent with the Board's approved Code of Student Conduct and N.J.A.C. 6A:16-7, Student Conduct. Remedial measures are designed to correct the problem behavior, prevent another occurrence of the problem, protect and provide support for the victim of the act, and take corrective action for documented systemic problems related to harassment, intimidation, or bullying. The consequences and remedial measures may include, but are not limited to the following:

Examples of Consequences

1. Admonishment;
2. Temporary removal from the classroom;
3. Deprivation of privileges;
4. Classroom (teacher) or administrative detention;
5. Referral to disciplinarian (administrator);
6. In-school suspension during the school week or the weekend;
7. After-school programs;
8. Out-of-school suspension (short-term or long-term);
9. Reports to law enforcement or other legal action;
10. Expulsion; and
11. Bans from providing services, participating in school-district-sponsored programs, or being in school buildings or on school grounds.

Examples of Remedial Measures - Personal

1. Restitution and restoration;
2. Peer support group;
3. Recommendations of a student behavior or ethics council;
4. Corrective instruction or other relevant learning or service experience;
5. Supportive student interventions, including participation of the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
6. Behavioral assessment or evaluation, including, but not limited to, a referral to the Child Study Team, as appropriate;
7. Behavioral management plan, with benchmarks that are closely monitored;
8. Assignment of leadership responsibilities (e.g., hallway or bus monitor);
9. Involvement of school disciplinarian;
10. Student counseling;



11. Parent conferences;
12. Alternative placements (e.g., alternative education programs);
13. Student treatment; or
14. Student therapy.

Examples of Remedial Measures – Environmental (Classroom, School Building or School District)

1. School and community surveys or other strategies for determining the conditions contributing to harassment, intimidation, or bullying;
2. School culture change;
3. School climate improvement;
4. Adoption of research-based, systemic bullying prevention programs;
5. School policy and procedures revisions;
6. Modifications of schedules;
7. Adjustments in hallway traffic;
8. Modifications in student routes or patterns traveling to and from school;
9. Supervision of student before and after school, including school transportation;
10. Targeted use of monitors (e.g., hallway, cafeteria, locker room, playground, school perimeter, bus);
11. Teacher aides;
12. Small or large group presentations for fully addressing the behaviors and the responses to the behaviors;
13. General professional development programs for certificated and non-certificated staff;
14. Professional development plans for involved staff;
15. Disciplinary action for school staff who contributed to the problem;
16. Supportive institutional interventions, including participation of the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
17. Parent conferences;
18. Family counseling;
19. Involvement of parent-teacher organizations;
20. Involvement of community-based organizations;
21. Development of a general bullying response plan;
22. Recommendations of a student behavior or ethics council;
23. Peer support groups;
24. Alternative placements (e.g., alternative education programs);
25. School transfers; and
26. Law enforcement (e.g., safe schools resource officer, juvenile officer) involvement or other legal action.

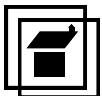


REGULATION

N.J.A.C. 6A:16-7.9(a)2.vi requires appropriate consequences and remedial actions for any staff member who commits an act of harassment, intimidation, or bullying of a student. The consequences may include, but not be limited to, verbal or written reprimand, increment withholding, legal action, disciplinary action, and/or termination. Remedial measures may include, but not be limited to, in or out-of-school counseling, professional development programs, and work environment modifications.

Haddon Heights Elementary Schools Consequences For Harassment, Intimidation and Bullying

Infraction	1 st Offense	2 nd Offense	3 rd Offense	4 th Offense
Harassment, Intimidation, and Bullying (for full definition see #7 under discipline categories)	<ul style="list-style-type: none"> . Consequences could include but are not limited to one or more of the following: admonishment, temporary removal from classroom, deprivation of privileges, teacher or administrative detention, internal or external suspension, Saturday detention, after school programs, change of schedule, ineligibility for extracurricular activities, and/or bans from providing services, participating in school-district-sponsored programs, or being in school buildings or on school grounds . Possible parent conference . Possible police notification . Possible charges filed with police . Possible Referral to superintendent for possible hearing with BOE for expulsion hearing . Up to 4 group counseling sessions (after school hours) 	<ul style="list-style-type: none"> . Consequences could include but are not limited to one or more of the following: admonishment, temporary removal from classroom, deprivation of privileges, teacher or administrative detention, internal or external suspension, Saturday detention, after school programs, change of schedule, ineligibility for extracurricular activities, and/or bans from providing services, participating in school-district-sponsored programs, or being in school buildings or on school grounds . Possible parent conference . Possible police notification . Possible charges filed with police . Possible Referral to superintendent for possible hearing with BOE for expulsion hearing . Up to 4 group counseling sessions (after school hours) 	<ul style="list-style-type: none"> . Consequences could include but are not limited to one or more of the following: admonishment, temporary removal from classroom, deprivation of privileges, teacher or administrative detention, internal or external suspension, Saturday detention, after school programs, change of schedule, ineligibility for extracurricular activities, and/or bans from providing services, participating in school-district-sponsored programs, or being in school buildings or on school grounds . Possible parent conference . Possible police notification . Possible charges filed with police . Possible Referral to superintendent for possible hearing with BOE for expulsion hearing . Up to 4 group counseling sessions (after school hours) 	<ul style="list-style-type: none"> . Mandatory BOE hearing . Consequences could include but are not limited to one or more of the following: admonishment, temporary removal from classroom, deprivation of privileges, teacher or administrative detention, internal or external suspension, Saturday detention, after school programs, change of schedule, ineligibility for extracurricular activities, and/or bans from providing services, participating in school-district-sponsored programs, or being in school buildings or on school grounds . Possible parent conference . Possible police notification . Possible charges filed with police . Possible Referral to superintendent for possible hearing with BOE for expulsion hearing . Up to 4 group counseling sessions (after school hours)



Consequences and Remedial Measures for Acts or Incidents of Dating Violence at School for grades Pre-K through 12

Consequences and remedial measures specific to acts or incidents of dating violence at school shall be used to address the act or incident and to serve as remediation, intervention, education, and prevention for all individuals involved. Responses shall be tiered with consideration given to the seriousness and number of previous occurrences of acts or incidents in which the victim and aggressor have been involved.

1. Consequences

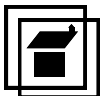
a. Consequences may include, but are not limited to, the following:

- (1) Admonishment;
- (2) Temporary removal from the classroom;
- (3) Classroom or administrative detention;
- (4) In-school suspension;
- (5) Out-of-school suspension;
- (6) Reports to law enforcement; and/or
- (7) Expulsion.

2. Remedial Measures/Interventions

a. Remedial measures/interventions may include, but are not limited to, the following:

- (1) Parent conferences;
- (2) Student counseling (all students involved in the act or incident);
- (3) Peer support group;
- (4) Corrective instruction or other relevant learning or service experiences;
- (5) Supportive student intervention (Intervention and Referral Services - I&RS);
- (6) Behavioral management plan; and/or



- (7) Alternative placements.

STUDENT CODE OF CONDUCT
Junior/Senior High School
2016-2017

I. Discipline Philosophy

Good citizens do not obey laws solely because of the consequences; they obey them mostly because, based on self-evaluation, this is the sensible thing to do.

As professionals, it is our responsibility to understand student rationale for negative behavior. A key element for creating a Quality School is a shift from a traditional philosophy based on punishment and consequences for breaking rules. A Quality School moves toward creating a discipline program based on self-evaluation, learning to make appropriate choices, and creating classroom agreements with consequences of which students are well aware and have helped to create.

Ultimately, our goal should be to help students move toward self-discipline and away from external control (teacher-imposed and administrator-imposed methods). These simple but broad rules will help students and staff to achieve these goals:

1. We will respect and be considerate of the rights and responsibilities of others, and ourselves.
2. We will respect and be considerate of our property and the property of others.
3. We will follow our class schedule and be on time.
4. We will follow the rules of specific areas, such as the library, gym, cafeteria, and labs.
5. Students need permission to be in the hall during class.

The behaviors demonstrated by the student body can be described on a continuum. At one end of the continuum, the behavior of the successful students (who feel good about themselves, school, their abilities, activities, etc.) reflects responsibility, concern for others and enthusiasm for learning. At the other end of the continuum, the behavior of the unmotivated students (who feel powerless, unsuccessful, insecure, etc.) reflects irresponsibility, disrespect, and disinterest. The behavior of the large group of students in the middle of the continuum demonstrates inconsistent motivation and varying degrees of enthusiasm for learning. All the students are influenced by the methods used by the teacher/school to address any misconduct. Developing a relationship and attempting to understand the reasons for the misconduct provides for greater opportunity for students to make constructive choices.



By treating all students in a professional manner, by modeling expected behavior, and by avoiding power struggles, the teacher/school increases the possibility of students accepting responsibility for their actions and learning more appropriate ways to respond to troublesome situations.

By adopting this philosophy, we, the teachers and administration, validate the perspective of the students who overall enjoy school and are motivated to succeed. We move the large middle group of students in a positive direction and we render “false” the assumptions that the small disinterested group of students brings to school by valuing them for who they are, not their lack of performance. This makes them accountable for their choices and removes their ability to “blame the system.”

The philosophical cornerstones of our school should be:

- All students must be treated fairly.
- Discipline does not mean punishment. Discipline implies mentoring students to make constructive and appropriate choices.
- Relationship-building in which teachers attempt to understand why the student is behaving as they are.
- The teacher’s self-discipline is the key to modeling the behavior you want in students.
- Sarcasm, put-downs, yelling, name-calling is toxic to the relationship/connections building process.
- All students are capable of controlling their own behavior. Teach them to control the triggers.
- Responsibility and respect are the cornerstones upon which students’ success and achievement are built.
- Due to the safety and security context in which schools exist, specific behaviors/actions must bypass the administrative detention phase and warrant immediate response/consequences.

II. Disciplinary Procedures

It should be recognized that discipline can only be effective if administered fairly and equally regardless of whether in the classroom or the office. It is a fact of life that all students are individuals and all cases must be handled as individual cases. However, whether the discipline is handled at home, at school, or in the courts, there must exist the understanding that discipline is not meted out to an individual just to affect discipline. Parents and students must try to see both sides of every case, no matter how difficult it may be when they are the ones affected.



A. Disciplinary Actions

Teacher Detention: Assigned by teacher and length of time is determined by the teacher

Administrative Detention: Forty-two minute after school detention assigned by administration

Internal Suspension: Student will be assigned to the Internal Suspension room which will be supervised by certified teachers. Students will be expected to complete schoolwork. Administrator will determine length of time in ISS.

Saturday Detention: Detention served on Saturday from 8:00am – 12:00pm. Students are required to be on time, bring work, and complete work during that time.

External Suspension: Students under suspension or expulsion are not permitted to:

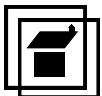
1. Be in the vicinity of the school at any time during the term of this action.
2. Participate in any school activity during the term of this action.

Failure to abide by the above can result in further disciplinary action. When a student reaches external suspension as a result of disciplinary action, he/she may be required to attend up to 4 group-counseling sessions (after school hours).

Ineligibility for extra-curricular activities (student may not be permitted to attend any non-academic functions, school functions, and/or extra-curricular activities before, during, and after school hours. Disciplinary action can result in students not being eligible to participate in any extra-curricular activities until detentions or suspensions are served and until the parent conference is attended.

B. Consequences

Infraction	1 st Offense	2 nd Offense	3 rd Offense	4 th Offense
Assault on another person	<ul style="list-style-type: none"> · External suspension · Parent conference · Police notification · Possible charges filed with police · Referral to superintendent for possible hearing 	<ul style="list-style-type: none"> · External Suspension · Possible expulsion hearing · Police notification and charges filed · Referral to superintendent for possible hearing 	<ul style="list-style-type: none"> · External Suspension · Possible expulsion hearing · Police notification and charges filed · Referral to superintendent for possible hearing 	<ul style="list-style-type: none"> · External Suspension · Possible expulsion hearing · Police notification and charges filed · Referral to superintendent for possible hearing



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(continued)	<ul style="list-style-type: none"> with BOE for expulsion hearing Up to 4 group counseling sessions (after school hours) 	<ul style="list-style-type: none"> with BOE for expulsion hearing Up to 4 group counseling sessions (after school hours) 	<ul style="list-style-type: none"> with BOE for expulsion hearing Up to 4 group counseling sessions (after school hours) 	<ul style="list-style-type: none"> with BOE for expulsion hearing Up to 4 group counseling sessions (after school hours)
Cafeteria Misconduct	<ul style="list-style-type: none"> Administrative Detention/s Parent notification 	<ul style="list-style-type: none"> Saturday Detention Parent -notification 	<ul style="list-style-type: none"> 3 days internal suspension Parent notification 	<ul style="list-style-type: none"> 3 – 5 days external suspension Parent conference notification
Cheating/Plagiarism and/or participation in situations where cheating or plagiarism has occurred	<ul style="list-style-type: none"> Zero for work assigned Parent notification 	<ul style="list-style-type: none"> Zero for work assigned Parent conference 1 day internal suspension 	<ul style="list-style-type: none"> Zero for work assigned Parent conference 1 - 3 days internal suspension 	<ul style="list-style-type: none"> Zero for work assigned Parent conference 3 - 5 days internal suspension
Chromebook left at home	<ul style="list-style-type: none"> 1 week loss of home privileges Parent contact 	<ul style="list-style-type: none"> 2 administrative detentions 1 week loss of home privileges Parent contact 	<ul style="list-style-type: none"> Saturday detention Parent conference with AP Possible loss of home privileges for period of time (TBD by administration) 	<ul style="list-style-type: none"> 2 days internal suspension Parent conference with principal or designee Possible loss of home privileges for period of time (TBD by administration)
Cutting Administrative Detention	<ul style="list-style-type: none"> 2 administrative detentions Parent notification Ineligibility for extra-curricular activities until served 	<ul style="list-style-type: none"> 1 day internal suspension Parent conference Ineligibility for extra-curricular activities until served 	<ul style="list-style-type: none"> 1 Saturday detention Parent conference Ineligibility for extra-curricular activities until served 	<ul style="list-style-type: none"> 3 days internal suspension Parent conference with principal Ineligibility for extra-curricular activities until served
Cutting Class	<ul style="list-style-type: none"> 2 administrative detentions Parent notification Failure for work missed Ineligibility for extra-curricular activities until admin detentions served 	<ul style="list-style-type: none"> 1 day internal suspension Parent conference with admin. designee Failure for work missed Ineligibility for extra-curricular activities for 2 days 	<ul style="list-style-type: none"> 1 Saturday detention Parent conference with Assistant Principal Failure for work missed Ineligibility for extra-curricular activities for 3 days 	<ul style="list-style-type: none"> 3 days internal suspension Parent conference with principal Failure for work missed Ineligibility for extra-curricular activities for 5 days

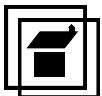


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Cutting Homeroom (failure to sign-in to attendance office)	<ul style="list-style-type: none"> Administrative Warning Parent notification 	<ul style="list-style-type: none"> 1 Administrative Detention Parent Notification 	<ul style="list-style-type: none"> 1 Saturday Detention Parent Notification 	<ul style="list-style-type: none"> 1 Day Internal Suspension Parent Conference
Cutting Teacher Detention	<ul style="list-style-type: none"> Teacher reassigns 2 detentions 	<ul style="list-style-type: none"> 1 administrative detention Parent notification 	<ul style="list-style-type: none"> 3 administrative detentions Parent notification 	<ul style="list-style-type: none"> 5 administrative detentions Parent notification
Cutting or Lateness to Saturday Detention	<ul style="list-style-type: none"> 2 Saturday detentions Parent -notification 	<ul style="list-style-type: none"> 2 days internal suspension Parent -notification 	<ul style="list-style-type: none"> 3 days internal suspension Parent conference with assistant principal 	<ul style="list-style-type: none"> 5 days internal suspension Parent conference with principal
Demonstration	<ul style="list-style-type: none"> 3 – 5 days external suspension Parent conference 	<ul style="list-style-type: none"> 5 – 10 days external suspension Parent conference with principal or designee 	<ul style="list-style-type: none"> 10 days external suspension Referral to superintendent and possible BOE expulsion hearing 	<ul style="list-style-type: none"> 10 days external suspension Referral to superintendent and possible BOE expulsion hearing
Disruptive Behavior	<ul style="list-style-type: none"> Teacher detention Parent contact by teacher 	<ul style="list-style-type: none"> Administrative detention Parent notification 	<ul style="list-style-type: none"> Saturday detention Parent notification 	<ul style="list-style-type: none"> 3 days internal suspension Parent conference
Disruption of School Program	<ul style="list-style-type: none"> 5 – 10 days external suspension Referral to superintendent and possible BOE expulsion hearing 	<ul style="list-style-type: none"> 10 days external suspension Referral to superintendent and possible BOE expulsion hearing 	<ul style="list-style-type: none"> 10 days external suspension Referral to superintendent and possible BOE expulsion hearing 	<ul style="list-style-type: none"> 10 days external suspension Referral to superintendent and possible BOE expulsion hearing
Dress Code Violation	<ul style="list-style-type: none"> 1 administrative warning Change of clothes (ISS if not available) Parent notification 	<ul style="list-style-type: none"> 1 administrative detention Change of clothes (ISS if not available) Parent notification 	<ul style="list-style-type: none"> 3 administrative detentions Change of clothes (ISS if not available) Parent notification 	<ul style="list-style-type: none"> Internal suspension Change of clothes (ISS if not available) Parent conference
Electronic Devices-- Use of devices during the school day	<ul style="list-style-type: none"> Teacher detention Confiscation of item to be returned to student at end of school day Parent contact by teacher 	<ul style="list-style-type: none"> 2 administrative detentions Confiscation of item to be returned to -student at end of school day Parent notification 	<ul style="list-style-type: none"> 3 administrative detentions Confiscation of item to be returned to parent Parent conference with assistant principal 	<ul style="list-style-type: none"> Internal suspension Confiscation of item to be returned to parent Parent conference with principal
Failure to follow Administrative Direction	<ul style="list-style-type: none"> 1 – 5 days internal/external suspension Parent Conference 	<ul style="list-style-type: none"> 3 – 5 days external suspension Parent conference with assistant principal 	<ul style="list-style-type: none"> 5 – 10 days external suspension Parent conference with principal 	<ul style="list-style-type: none"> 10 days external suspension Referral to superintendent and possible BOE



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(continued)				hearing
Failure to attend administrative assigned group counseling sessions	<ul style="list-style-type: none"> Assigned additional session and 1 Saturday detention for each session missed 	<ul style="list-style-type: none"> Assigned additional session and 1 Saturday detention for each session missed 	<ul style="list-style-type: none"> Assigned additional session and 1 Saturday detention for each session missed 	<ul style="list-style-type: none"> Assigned additional session and 1 Saturday detention for each session missed
Failure to follow class schedule	<ul style="list-style-type: none"> 1 Administrative Detention Parent notification 	<ul style="list-style-type: none"> 2 Administrative Detentions Parent Notification 	<ul style="list-style-type: none"> 1 Day Internal Suspension Parent Notification 	<ul style="list-style-type: none"> 3 Days Internal Suspension Parent Conference
Failure to follow software file management instructions	<ul style="list-style-type: none"> 2 Administrative detentions Parent contact 	<ul style="list-style-type: none"> Saturday detention Parent contact 	<ul style="list-style-type: none"> 1 day internal suspension Parent conference 	<ul style="list-style-type: none"> 3 days internal suspension Parent conference
False Alarms and/or bomb scare-involvement in generation of false alarms or bomb scare	<ul style="list-style-type: none"> External suspension Parent conference Police notification Charges filed with municipal authorities Referral to superintendent and BOE expulsion hearing 	<ul style="list-style-type: none"> External suspension Parent conference Police notification Charges filed with municipal authorities Referral to superintendent and BOE expulsion hearing 	<ul style="list-style-type: none"> External suspension Parent conference Police notification Charges filed with municipal authorities Referral to superintendent and BOE expulsion hearing 	<ul style="list-style-type: none"> External suspension Parent conference Police notification Charges filed with municipal authorities Referral to superintendent and BOE expulsion hearing
Fighting	<ul style="list-style-type: none"> 3 – 5 days external suspension Parent conference Possible charges filed with authorities Up to 4 group counseling sessions (after school hours) 	<ul style="list-style-type: none"> 5 – 10 days external suspension Parent conference Possible charges filed with authorities Up to 4 group counseling sessions (after school hours) 	<ul style="list-style-type: none"> 10 days external suspension Referral to superintendent and BOE for possible expulsion Possible charges filed with authorities Up to 4 group counseling sessions (after school hours) 	<ul style="list-style-type: none"> 10 days external suspension Referral to superintendent and BOE for possible expulsion Possible charges filed with authorities Up to 4 group counseling sessions (after school hours)
Fireworks-possession or use of fireworks and/or chemical devices (including "stink" bombs" or similar devices)	<ul style="list-style-type: none"> External suspension Parent conference with principal or designee Police notification Possible Board hearing 	<ul style="list-style-type: none"> External suspension Parent conference with principal Police notification Possible Board hearing 	<ul style="list-style-type: none"> External suspension Parent conference with principal Police notification Possible Board hearing 	<ul style="list-style-type: none"> External suspension Parent conference with principal Police notification Possible Board hearing
Forgery/Altering School Documents	<ul style="list-style-type: none"> 1 – 3 days internal/external suspension 	<ul style="list-style-type: none"> 3 – 5 days external suspension Parent conference 	<ul style="list-style-type: none"> 5 – 10 days external suspension 	<ul style="list-style-type: none"> 10 days external suspension Referral to



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(continued)	<ul style="list-style-type: none"> Parent conference 		<ul style="list-style-type: none"> Referral to superintendent and possible BOE expulsion hearing 	<ul style="list-style-type: none"> superintendent and possible BOE expulsion hearing
Gambling or exchange of money or property resulting from game of chance or risk	<ul style="list-style-type: none"> 1 – 3 days internal suspension Parent conference 	<ul style="list-style-type: none"> 3 – 5 days internal suspension Parent conference 	<ul style="list-style-type: none"> 3 – 5 days external suspension Parent conference with assistant principal 	<ul style="list-style-type: none"> 10 days external suspension Parent conference with principal
Gang Activity-any action taken by a group of two or more persons joined together for destructive or violent purposes	<ul style="list-style-type: none"> External suspension as determined by administrator Referral to superintendent for possible Board hearing for expulsion Police notification 	<ul style="list-style-type: none"> External suspension as determined by administrator Referral to superintendent for possible Board hearing for expulsion Police notification 	<ul style="list-style-type: none"> External suspension as determined by administrator Referral to superintendent for possible Board hearing for expulsion Police notification 	<ul style="list-style-type: none"> External suspension as determined by administrator Referral to superintendent for possible Board hearing for expulsion Police notification
Dating Violence at School	<ul style="list-style-type: none"> Consequences could include but are not limited to one or more of the following: admonishment, temporary removal from classroom, class or administrative detention, In-school suspension, external suspension, reports to law enforcement, expulsion, Saturday detention Possible parent conference Possible pupil counseling and or peer support group Possible corrective instruction or other relevant learning or service experience 	<ul style="list-style-type: none"> Consequences could include but are not limited to one or more of the following: admonishment, temporary removal from classroom, class or administrative detention, In-school suspension, external suspension, reports to law enforcement, expulsion, Saturday detention Possible parent conference Possible pupil counseling and or peer support group Possible corrective instruction or other relevant learning or service experience Possible supportive 	<ul style="list-style-type: none"> Consequences could include but are not limited to one or more of the following: admonishment, temporary removal from classroom, class or administrative detention, In-school suspension, external suspension, reports to law enforcement, expulsion, Saturday detention Possible parent conference Possible pupil counseling and or peer support group Possible corrective 	<ul style="list-style-type: none"> Consequences could include but are not limited to one or more of the following: admonishment, temporary removal from classroom, class or administrative detention, In-school suspension, external suspension, reports to law enforcement, expulsion, Saturday detention Possible parent conference Possible pupil counseling and or peer support group Possible corrective



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(continued)	<ul style="list-style-type: none"> · Possible supportive pupil intervention · Possible behavior management plan · Possible alternative placement 	<ul style="list-style-type: none"> · pupil intervention · Possible behavior management plan · Possible alternative placement 	<ul style="list-style-type: none"> · instruction or other relevant learning or service experience · Possible supportive pupil intervention · Possible behavior management plan · Possible alternative placement 	<ul style="list-style-type: none"> · instruction or other relevant learning or service experience · Possible supportive pupil intervention · Possible behavior management plan · Possible alternative placement
Harassment, Intimidation, and Bullying (for full definition see #7 under discipline categories)	<ul style="list-style-type: none"> · Consequences could include but are not limited to one or more of the following: admonishment, temporary removal from classroom, deprivation of privileges, teacher or administrative detention, internal or external suspension, Saturday detention, after school programs, change of schedule, ineligibility for extracurricular activities, and/or bans from providing services, participating in school-district-sponsored programs, or being in school buildings or on school grounds · Possible parent conference · Possible police notification · Possible charges filed with police · Possible Referral 	<ul style="list-style-type: none"> · Consequences could include but are not limited to one or more of the following: admonishment, temporary removal from classroom, deprivation of privileges, teacher or administrative detention, internal or external suspension, Saturday detention, after school programs, change of schedule, ineligibility for extracurricular activities, and/or bans from providing services, participating in school-district-sponsored programs, or being in school buildings or on school grounds · Possible parent conference · Possible police notification · Possible charges filed with police · Possible Referral to superintendent for 	<ul style="list-style-type: none"> · Consequences could include but are not limited to one or more of the following: admonishment, temporary removal from classroom, deprivation of privileges, teacher or administrative detention, internal or external suspension, Saturday detention, after school programs, change of schedule, ineligibility for extracurricular activities, and/or bans from providing services, participating in school-district-sponsored programs, or being in school buildings or on school grounds · Possible parent conference · Possible police notification · Possible charges 	<ul style="list-style-type: none"> · Mandatory BOE hearing · Consequences could include but are not limited to one or more of the following: admonishment, temporary removal from classroom, deprivation of privileges, teacher or administrative detention, internal or external suspension, Saturday detention, after school programs, change of schedule, ineligibility for extracurricular activities, and/or bans from providing services, participating in school-district-sponsored programs, or being in school buildings or on school grounds · Possible parent conference · Possible police



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<p>Harassment, Intimidation, and Bullying (continued)</p>	<ul style="list-style-type: none"> to superintendent for possible hearing with BOE for expulsion hearing Up to 4 group counseling sessions (after school hours) 	<ul style="list-style-type: none"> possible hearing with BOE for expulsion hearing Up to 4 group counseling sessions (after school hours) 	<ul style="list-style-type: none"> filed with police Possible Referral to superintendent for possible hearing with BOE for expulsion hearing Up to 4 group counseling sessions (after school hours) 	<ul style="list-style-type: none"> notification Possible charges filed with police Possible Referral to superintendent for possible hearing with BOE for expulsion hearing Up to 4 group counseling sessions (after school hours)
<p>Hazing</p>	<ul style="list-style-type: none"> Consequences could include but are not limited to one or more of the following: admonishment, temporary removal from classroom, deprivation of privileges, teacher or administrative detention, internal or external suspension, Saturday detention, after school programs, change of schedule, ineligibility for extracurricular activities, and/or bans from providing services, participating in school-district-sponsored programs, or being in school buildings or on school grounds Possible parent conference Possible police notification Possible charges filed with police 	<ul style="list-style-type: none"> Consequences could include but are not limited to one or more of the following: admonishment, temporary removal from classroom, deprivation of privileges, teacher or administrative detention, internal or external suspension, Saturday detention, after school programs, change of schedule, ineligibility for extracurricular activities, and/or bans from providing services, participating in school-district-sponsored programs, or being in school buildings or on school grounds Possible parent conference Possible police notification Possible charges filed with police Possible Referral to 	<ul style="list-style-type: none"> Consequences could include but are not limited to one or more of the following: admonishment, temporary removal from classroom, deprivation of privileges, teacher or administrative detention, internal or external suspension, Saturday detention, after school programs, change of schedule, ineligibility for extracurricular activities, and/or bans from providing services, participating in school-district-sponsored programs, or being in school buildings or on school grounds Possible parent conference Possible police notification 	<ul style="list-style-type: none"> Mandatory BOE hearing Consequences could include but are not limited to one or more of the following: admonishment, temporary removal from classroom, deprivation of privileges, teacher or administrative detention, internal or external suspension, Saturday detention, after school programs, change of schedule, ineligibility for extracurricular activities, and/or bans from providing services, participating in school-district-sponsored programs, or being in school buildings or on school grounds Possible parent conference



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Hazing (continued)	<ul style="list-style-type: none"> · Possible Referral to superintendent for possible hearing with BOE for expulsion hearing · Up to 4 group counseling sessions (after school hours) 	<ul style="list-style-type: none"> · superintendent for possible hearing with BOE for expulsion hearing · Up to 4 group counseling sessions (after school hours) 	<ul style="list-style-type: none"> · Possible charges filed with police · Possible Referral to superintendent for possible hearing with BOE for expulsion hearing · Up to 4 group counseling sessions (after school hours) 	<ul style="list-style-type: none"> · Possible police notification · Possible charges filed with police · Possible Referral to superintendent for possible hearing with BOE for expulsion hearing · Up to 4 group counseling sessions (after school hours)
Horseplay	<ul style="list-style-type: none"> · 1 – 3 administrative detentions · Parent notification 	<ul style="list-style-type: none"> · 1 Saturday Detention · Parent notification 	<ul style="list-style-type: none"> · 1 – 3 days of internal suspension · Parent conference 	<ul style="list-style-type: none"> · 3 – 5 days of internal/external suspension · Parent conference with principal
Inciting others to fight	<ul style="list-style-type: none"> · 1 – 3 days external suspension · Parent notification 	<ul style="list-style-type: none"> · 3 - 5 days external suspension · Parent notification 	<ul style="list-style-type: none"> · 5 – 10 days external suspension · Parent conference 	<ul style="list-style-type: none"> · 10 days external suspension · Parent conference
Inappropriate Physical Contact (Based on the level of severity determined by administration)	<ul style="list-style-type: none"> · 1 – 3 days internal suspension · Parent notification 	<ul style="list-style-type: none"> · 3 - 5 days internal or external suspension · Parent conference 	<ul style="list-style-type: none"> · 5 – 10 days external suspension · Parent conference 	<ul style="list-style-type: none"> · 10 days external suspension · Parent conference with principal
Inappropriate Comments	<ul style="list-style-type: none"> · 1 – 2 administrative detentions · Parent contact 	<ul style="list-style-type: none"> · 2 – 5 administrative detentions · Parent contact 	<ul style="list-style-type: none"> · 1 – 5 days internal or external suspension · Parent conference 	<ul style="list-style-type: none"> · 5 - 10 days internal or external suspension · Parent conference with principal
Insubordination--failure to respond to direction of faculty or staff member	<ul style="list-style-type: none"> · 1 – 3 days internal or external suspension · Parent -notification 	<ul style="list-style-type: none"> · 3 – 5 days internal or external suspension · Parent conference 	<ul style="list-style-type: none"> · 5 – 10 days internal or external suspension · Parent conference with principal or designee · Possible removal from class upon recommendation of the principal 	<ul style="list-style-type: none"> · 10 days internal or external suspension · Parent conference with principal · Possible removal from class upon recommendation of the principal



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Failure to return Student Emergency Information Form and School Messenger Form by September 15 th of each school year	<ul style="list-style-type: none"> Administrative warning School Messenger Parent notification 	<ul style="list-style-type: none"> Administrative Detention School Messenger Parent notification 	<ul style="list-style-type: none"> Saturday detention Parent conference 	<ul style="list-style-type: none"> Prohibited from participation in any extra-curricular activity Parent conference with principal
Insubordination (Gross)	<ul style="list-style-type: none"> 1- 3 days external Suspension Parent conference 	<ul style="list-style-type: none"> 3 – 5 days external suspension Parent conference Up to 4 group counseling sessions (after school hours) 	<ul style="list-style-type: none"> 5 – 10 days external suspension Parent conference with principal or designee Up to 4 group counseling sessions (after school hours) 	<ul style="list-style-type: none"> 10 days external suspension Parent conference with principal Up to 4 group counseling sessions (after school hours)
Lateness to Class	<p>3rd Lateness</p> <ul style="list-style-type: none"> Teacher Detention Parent notification 	<p>6th Lateness</p> <ul style="list-style-type: none"> 2 administrative detentions Parent notification 	<p>7th Lateness</p> <ul style="list-style-type: none"> 1 Saturday detention Parent conference 	<p>Lateness to Class Beyond 7th</p> <p>Every late to class beyond 7th will result in Saturday detention</p>
Lateness to School	<p>3rd Lateness</p> <ul style="list-style-type: none"> 1 administrative detention Parent notification 	<p>6th Lateness</p> <ul style="list-style-type: none"> 2 administrative detentions Parent notification 	<p>9th Lateness</p> <ul style="list-style-type: none"> 1 Saturday detention Parent notification 	<p>12th Lateness</p> <ul style="list-style-type: none"> 1 Saturday detentions Parent conference
Leaving building without permission	<ul style="list-style-type: none"> Saturday Detention Parent Notification 	<ul style="list-style-type: none"> 1 – 3 days internal or external suspension Parent conference Ineligibility for extra-curricular activities until conference 	<ul style="list-style-type: none"> 3 – 5 days internal or external suspension Parent conference with assistant principal Ineligibility for extra-curricular activities until conference 	<ul style="list-style-type: none"> 5 – 10 days external suspension Parent conference with principal Ineligibility for extra-curricular activities until conference
Leaving class without permission	<ul style="list-style-type: none"> 2 administrative detentions Parent notification Failure for work missed Ineligibility for extra-curricular activities until admin detentions served 	<ul style="list-style-type: none"> 1 day internal suspension Parent conference Failure for work missed Ineligibility for extra-curricular activities for 2 days 	<ul style="list-style-type: none"> 1 Saturday detention Parent conference with assistant principal Failure for work missed Ineligibility for extra-curricular activities for 3 days 	<ul style="list-style-type: none"> 3 days internal suspension Parent conference with principal Failure for work missed Ineligibility for extra-curricular activities for 5 days



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<p>Lewd Behavior/Conduct (Based on the level of severity determined by administration)</p>	<p>Consequences could include but are not limited to one or more of the following: admonishment, temporary removal from classroom, deprivation of privileges, teacher or administrative detention, internal or external suspension, Saturday detention, after school programs, change of schedule, ineligibility for extracurricular activities, and/or bans from providing services, participating in school-district-sponsored programs, or being in school buildings or on school grounds</p> <ul style="list-style-type: none"> · Possible parent conference · Possible police notification · Possible charges filed with police · Possible Referral to superintendent for possible hearing with BOE for expulsion hearing · Up to 4 group counseling sessions (after school hours) 	<p>Consequences could include but are not limited to one or more of the following: admonishment, temporary removal from classroom, deprivation of privileges, teacher or administrative detention, internal or external suspension, Saturday detention, after school programs, change of schedule, ineligibility for extracurricular activities, and/or bans from providing services, participating in school-district-sponsored programs, or being in school buildings or on school grounds</p> <ul style="list-style-type: none"> · Possible parent conference · Possible police notification · Possible charges filed with police · Possible Referral to superintendent for possible hearing with BOE for expulsion hearing · Up to 4 group counseling sessions (after school hours) 	<p>Consequences could include but are not limited to one or more of the following: admonishment, temporary removal from classroom, deprivation of privileges, teacher or administrative detention, internal or external suspension, Saturday detention, after school programs, change of schedule, ineligibility for extracurricular activities, and/or bans from providing services, participating in school-district-sponsored programs, or being in school buildings or on school grounds</p> <ul style="list-style-type: none"> · Possible parent conference · Possible police notification · Possible charges filed with police · Possible Referral to superintendent for possible hearing with BOE for expulsion hearing · Up to 4 group counseling sessions (after school hours) 	<p>Mandatory BOE hearing</p> <ul style="list-style-type: none"> · Consequences could include but are not limited to one or more of the following: admonishment, temporary removal from classroom, deprivation of privileges, teacher or administrative detention, internal or external suspension, Saturday detention, after school programs, change of schedule, ineligibility for extracurricular activities, and/or bans from providing services, participating in school-district-sponsored programs, or being in school buildings or on school grounds · Possible parent conference · Possible police notification · Possible charges filed with police · Possible Referral to superintendent for possible hearing with BOE for expulsion hearing · Up to 4 group counseling sessions (after
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Loitering/Wandering hallways	<ul style="list-style-type: none"> Administrative warning Parent notification 	<ul style="list-style-type: none"> 3 administrative detentions Parent notification 	<ul style="list-style-type: none"> Pass Restriction (purple pass) Parent conference with assistant principal 	school hours) <ul style="list-style-type: none"> Pass restriction w/ escort Parent conference with principal or designee
Lying/Filing False Reports to Administrator	<ul style="list-style-type: none"> Saturday detention Parent notification 	<ul style="list-style-type: none"> Two Saturday detentions Parent conference 	<ul style="list-style-type: none"> Internal or external suspension Parent conference with assistant principal 	<ul style="list-style-type: none"> Internal or external suspension Parent conference with principal
Possession of drug paraphernalia not containing any Controlled Dangerous Substance (CDS)	<ul style="list-style-type: none"> 3 days external suspension Parent conference Referral to SAC 	<ul style="list-style-type: none"> 5 days external suspension Parent conference with principal Referral to SAC 	<ul style="list-style-type: none"> External suspension pending a BOE hearing 	<ul style="list-style-type: none"> External suspension pending a BOE hearing
Possession of any Controlled Dangerous Substance, or Possession of drug paraphernalia containing trace elements of CDS, or Under influence of CDS	<ul style="list-style-type: none"> 10 days external suspension Parent notification Medical examination and drug screen taken immediately and within 24 hours a doctor's note may be required to re-enter school Enrollment in treatment program may be required before re-admittance to school Random drug testing may be required at parent/guardian expense Police notification Appropriate legal action taken 	<ul style="list-style-type: none"> External suspension pending a BOE hearing Parent notification Medical examination and drug screen taken immediately and within 24 hours a doctor's note may be required to re-enter school Enrollment in treatment program may be required before re-admittance to school Random drug testing may be required at parent/guardian expense Police notification Appropriate legal action taken 	<ul style="list-style-type: none"> External suspension pending a BOE hearing Parent notification Medical examination and drug screen taken immediately and within 24 hours a doctor's note may be required to re-enter school Enrollment in treatment program may be required before re-admittance to school Random drug testing may be required at parent/guardian expense Police notification Appropriate legal action taken 	<ul style="list-style-type: none"> External suspension pending a BOE hearing Parent notification Medical examination and drug screen taken immediately and within 24 hours a doctor's note may be required to re-enter school Enrollment in treatment program may be required before re-admittance to school Random drug testing may be required at parent/guardian expense Police notification Appropriate legal action taken
Distribution, Transferring, or Selling Controlled Dangerous	<ul style="list-style-type: none"> 10 days external suspension pending a BOE hearing 	<ul style="list-style-type: none"> 10 days external suspension pending a BOE hearing Parent notification 	<ul style="list-style-type: none"> 10 days external suspension pending a BOE hearing 	<ul style="list-style-type: none"> 10 days external suspension pending a BOE hearing



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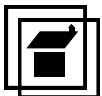
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<p>Substance, or Possession of an amount of CDS large enough to indicate possible intent to distribute, transfer, or sell, or proof of intent to distribute, transfer, or sell</p>	<ul style="list-style-type: none"> · Parent notification · Medical examination and drug screen taken immediately and within 24 hours a doctor's note may be required to re-enter school · Enrollment in treatment program may be required before re-admittance to school · Random drug testing may be required at parent/guardian expense · Police notification · Appropriate legal action taken 	<ul style="list-style-type: none"> · Medical examination and drug screen taken immediately and within 24 hours a doctor's note may be required to re-enter school · Enrollment in treatment program may be required before re-admittance to school · Random drug testing may be required at parent/guardian expense · Police notification · Appropriate legal action taken 	<ul style="list-style-type: none"> · Parent notification · Medical examination and drug screen taken immediately and within 24 hours a doctor's note may be required to re-enter school · Enrollment in treatment program may be required before re-admittance to school · Random drug testing may be required at parent/guardian expense · Police notification · Appropriate legal action taken 	<ul style="list-style-type: none"> · Parent notification · Medical examination and drug screen taken immediately and within 24 hours a doctor's note may be required to re-enter school · Enrollment in treatment program may be required before re-admittance to school · Random drug testing may be required at parent/guardian expense · Police notification · Appropriate legal action taken
<p>Charge with violation of the drug abuse law committed off school property</p>	<ul style="list-style-type: none"> · 10 days external suspension · Parent notification · Possible BOE expulsion hearing · School will additionally take whatever action believed necessary to protect the rights and well-being of student body 	<ul style="list-style-type: none"> · 10 days external suspension · Parent notification · Possible BOE expulsion hearing · School will additionally take whatever action believed necessary to protect the rights and well-being of student body 	<ul style="list-style-type: none"> · 10 days external suspension · Parent notification · Possible BOE expulsion hearing · School will additionally take whatever action believed necessary to protect the rights and well-being of student body 	<ul style="list-style-type: none"> · 10 days external suspension · Parent notification · Possible BOE expulsion hearing · School will additionally take whatever action believed necessary to protect the rights and well-being of student body
<p>Possession of alcohol or consumption of alcohol in any amount or under the influence of alcohol.</p>	<ul style="list-style-type: none"> · 10 day external suspension · Parent conference · Possible medical examination and/or drug screen immediately may be required · Referral to SAC 	<ul style="list-style-type: none"> · 10 day external suspension · Parent conference · Possible medical examination and/or drug screen immediately may be required · Referral to SAC · Referral to superintendent for possible BOE hearing 	<ul style="list-style-type: none"> · 10 day external suspension · Parent conference · Possible medical examination and/or drug screen immediately may be required · Referral to SAC · Referral to superintendent for possible BOE hearing 	<ul style="list-style-type: none"> · 10 day external suspension · Parent conference · Possible medical examination and/or drug screen immediately may be required · Referral to SAC · Referral to superintendent for possible BOE hearing

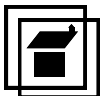


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Providing for consumption by other pupils	<ul style="list-style-type: none"> 10 days external suspension Parent conference Referral to SAC 	<ul style="list-style-type: none"> 10 days external suspension Parent conference Referral to SAC Referral to superintendent for possible BOE hearing 	<ul style="list-style-type: none"> 10 days external suspension Parent conference Referral to SAC Referral to superintendent for possible BOE hearing 	<ul style="list-style-type: none"> 10 days external suspension Parent conference Referral to SAC Referral to superintendent for possible BOE hearing
Providing access to building other than main office	<ul style="list-style-type: none"> 2 administrative detentions 	<ul style="list-style-type: none"> Saturday detention 	<ul style="list-style-type: none"> 1 day internal suspension Parent conference with assistant principal 	<ul style="list-style-type: none"> 1-3 internal suspension Parent conference with principal or designee
Profanity Usage	<ul style="list-style-type: none"> 1 – 2 administrative detentions Parent -notification 	<ul style="list-style-type: none"> 2 – 5 administrative detentions Parent -notification 	<ul style="list-style-type: none"> 1 – 5 days internal or external suspension Parent conference 	<ul style="list-style-type: none"> 5 – 10 days internal or external suspension Parent conference with principal
Profanity toward staff members/adults	<ul style="list-style-type: none"> 3 – 5 days external suspension Parent conference Up to 4 group counseling sessions (after school hours) 	<ul style="list-style-type: none"> 5 – 10 days external suspension Parent conference with principal or designee Up to 4 group counseling sessions (after school hours) 	<ul style="list-style-type: none"> 10 days external suspension Referral to superintendent and possible BOE hearing Up to 4 group counseling sessions (after school hours) 	<ul style="list-style-type: none"> 10 days external suspension Referral to superintendent and possible BOE hearing Up to 4 group counseling sessions (after school hours)
Public Displays of Affection	<ul style="list-style-type: none"> Administrative detention Parent notification 	<ul style="list-style-type: none"> 2 Administrative detentions Parent notification 	<ul style="list-style-type: none"> 5 administrative detentions Parent notification 	<ul style="list-style-type: none"> Internal suspension Parent conference
Refusal to Leave Classroom (Removal requires administrator or school security)	<ul style="list-style-type: none"> 1 – 3 days internal/ external suspension Parent conference 	<ul style="list-style-type: none"> 3 - 5 days external suspension Parent conference with principal or designee 	<ul style="list-style-type: none"> Removal from school and 5 - 10 days external suspension Parent conference with principal or designee 	<ul style="list-style-type: none"> Removal from school and 10 days external suspension Parent conference with principal
Removal from Administrative Detention	<ul style="list-style-type: none"> Saturday detention 	<ul style="list-style-type: none"> 1 day internal suspension 	<ul style="list-style-type: none"> 1-3 days internal suspension 	<ul style="list-style-type: none"> 3-5 days external suspension
Removal from Saturday detention	<ul style="list-style-type: none"> 2 Saturday detentions 	<ul style="list-style-type: none"> 2 days internal suspension 	<ul style="list-style-type: none"> 3-5 days internal suspension 	<ul style="list-style-type: none"> 3-5 days external suspension
Repeated failure to follow Chromebook security protocols in	<ul style="list-style-type: none"> 2 Administrative Detentions 1 week loss of 	<ul style="list-style-type: none"> Saturday detention 1 week loss of home privileges 	<ul style="list-style-type: none"> 1 day internal suspension Parent conference 	<ul style="list-style-type: none"> 3 days internal suspension Parent conference

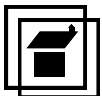


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user agreement/Loaning of Chromebook	<ul style="list-style-type: none"> home privileges Parent contact 	<ul style="list-style-type: none"> Parent contact 	<ul style="list-style-type: none"> with AP Loss of home privileges (time up to discretion of administration) 	<ul style="list-style-type: none"> with principal or designee Loss of home privileges (time up to discretion of administration)
Safety hazard-creation of a situation that could lead to injury of self or others	<ul style="list-style-type: none"> 3 days internal or external suspension Parent conference 	<ul style="list-style-type: none"> 5 days external suspension Parent conference 	<ul style="list-style-type: none"> 5 – 10 days external suspension Parent conference with principal 	<ul style="list-style-type: none"> 10 days external suspension Parent conference with principal Referral to superintendent for possible hearing with BOE for possible expulsion
Smoking-use of tobacco product	<ul style="list-style-type: none"> 1 – 3 days external suspension Filing charges with municipal court Parent notification \$50 fine Referral to SAC 	<ul style="list-style-type: none"> 3 – 5 days external suspension Filing charges with municipal court Parent notification \$100 fine Referral to SAC 	<ul style="list-style-type: none"> 5- 10 days external suspension Filing charges with municipal court Parent notification \$150 fine Referral to SAC 	<ul style="list-style-type: none"> 10 days external suspension Parent notification Filing charges with municipal court Each additional offense requires an-addition of \$25 to previous fine amount Possible Board hearing Referral to SAC
Smoking situation-Being present in a location when smoking is taking place and/or possession of smoking/tobacco products (includes lighters and matches)	<ul style="list-style-type: none"> 1 – 3 days internal suspension Confiscation of materials Parent notification Referral to SAC 	<ul style="list-style-type: none"> 3 – 5 days external suspension Parent conference Confiscation of materials Referral to SAC 	<ul style="list-style-type: none"> 5 – 10 days external suspension Parent conference Confiscation of materials Referral to SAC 	<ul style="list-style-type: none"> 10 days external suspension Parent conference Confiscation of materials Referral to SAC
Terroristic Threats	<ul style="list-style-type: none"> 5 – 10 days external suspension Parent conference with principal or designee 	<ul style="list-style-type: none"> 10 days external suspension Referral to superintendent Possible expulsion hearing Police notification and charges filed 	<ul style="list-style-type: none"> 10 days external suspension Referral to superintendent Possible expulsion hearing Police notification and charges filed 	<ul style="list-style-type: none"> 10 days external suspension Referral to superintendent Possible expulsion hearing Police notification and charges filed
Threats to Faculty & Staff	<ul style="list-style-type: none"> 5 -10 days external suspension 	<ul style="list-style-type: none"> 10 days external suspension 	<ul style="list-style-type: none"> 10 days external suspension 	<ul style="list-style-type: none"> 10 days external suspension

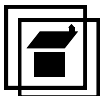


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(continued)	<ul style="list-style-type: none"> Parent conference including student's teachers before re-admittance Police notification Up to 4 group counseling sessions (after school hours) 	<ul style="list-style-type: none"> Referral to superintendent and BOE for possible expulsion hearing Police notification Up to 4 group counseling sessions (after school hours) 	<ul style="list-style-type: none"> Referral to superintendent and BOE for possible expulsion hearing Police notification Up to 4 group counseling sessions (after school hours) 	<ul style="list-style-type: none"> Referral to superintendent and BOE for possible expulsion hearing Police notification Up to 4 group counseling sessions (after school hours)
Threat to student	<ul style="list-style-type: none"> 1 – 5 days internal suspension Parent -notification 	<ul style="list-style-type: none"> 3– 10 days internal or external suspension Parent conference 	<ul style="list-style-type: none"> 10 days external suspension Parent conference with principal or referral to superintendent 	<ul style="list-style-type: none"> 10 days external suspension Referral to superintendent
Throwing food/trash/objects in cafeteria	<ul style="list-style-type: none"> 1 – 3 days internal or external suspension Parent -notification 	<ul style="list-style-type: none"> 3– 5 days internal suspension Parent -notification 	<ul style="list-style-type: none"> 1 – 3 days external suspension Parent -conference 	<ul style="list-style-type: none"> 5 - 10 days external suspension Parent -conference with principal
Participating or engaging in throwing food/trash/objects in cafeteria, which attempts to injure, cause harm, or cause a food fight	<ul style="list-style-type: none"> 1 – 3 days external suspension Parent -conference 	<ul style="list-style-type: none"> 5 - 10 days external suspension Parent -conference with principal 	<ul style="list-style-type: none"> 10 days external suspension Referral to superintendent and possible BOE hearing 	<ul style="list-style-type: none"> 10 days external suspension Referral to superintendent and BOE hearing
Trespassing- On School Property	<ul style="list-style-type: none"> 1 – 3 days Administrative Detentions Parent contact 	<ul style="list-style-type: none"> 3 - 5 Administrative Detentions Parent -contact 	<ul style="list-style-type: none"> 1 Saturday Detention Parent -conference 	<ul style="list-style-type: none"> 1 – 3 days internal suspension Parent -conference with principal
Trespassing – In the building/on the roof of the building	<ul style="list-style-type: none"> 1 – 3 days external suspension Parent -conference 	<ul style="list-style-type: none"> 5 - 10 days external suspension Parent -conference with principal 	<ul style="list-style-type: none"> 10 days external suspension Referral to superintendent and possible BOE hearing 	<ul style="list-style-type: none"> 10 days external suspension Referral to superintendent and possible BOE hearing
Truancy-cutting more than one class in a single day	<ul style="list-style-type: none"> 1 Saturday detention Parent conference 	<ul style="list-style-type: none"> 3 days -internal suspension Parent conference 	<ul style="list-style-type: none"> 3 - 5 days internal suspension Parent conference 	<ul style="list-style-type: none"> 5 – 10 days external suspension Possible withdrawal from class with no credit status Parent conference
Unauthorized Videotaping/Cell Phone/Inappropriate	<ul style="list-style-type: none"> 1 – 5 days internal or external suspension 	<ul style="list-style-type: none"> 5 – 10 days external suspension Parent conference 	<ul style="list-style-type: none"> 10 days external suspension Referral to 	<ul style="list-style-type: none"> 10 days external suspension Referral to



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Use of Social Media	<ul style="list-style-type: none"> Parent conference 	with principal	superintendent	superintendent
Unauthorized Occupancy	<ul style="list-style-type: none"> 1 – 3 days external suspension Parent conference 	<ul style="list-style-type: none"> 5 – 10 days external suspension Parent conference with principal 	<ul style="list-style-type: none"> 10 days external suspension Referral to superintendent and possible BOE hearing 	<ul style="list-style-type: none"> 10 days external suspension Referral to superintendent and possible BOE hearing
Damage to School Property or attempting to cause damage to personal and/or school property/Vandalism/Theft/Assisting theft/ or in possession of stolen property	<ul style="list-style-type: none"> Internal/External suspension Parent conference Restitution Possible referral to police 	<ul style="list-style-type: none"> External suspension Parent conference with principal Restitution Referral to police 	<ul style="list-style-type: none"> External suspension Referral to superintendent and possible BOE expulsion hearing Restitution Referral to police 	<ul style="list-style-type: none"> External suspension Referral to superintendent and possible BOE expulsion hearing Restitution Referral to police
Violating Terms of External Suspension	<ul style="list-style-type: none"> Additional external suspension as determined by administrator Parent conference with principal or designee Possible Ineligibility for extra-curricular activities 	<ul style="list-style-type: none"> Additional external suspension Parent conference with principal or designee Ineligibility for extra-curricular activities 	<ul style="list-style-type: none"> Additional external suspension Parent conference with principal Ineligibility for extra-curricular activities 	<ul style="list-style-type: none"> Additional external suspension Parent conference with principal Ineligibility for extra-curricular activities
Violating Terms of Internal Suspension	<ul style="list-style-type: none"> 1 – 3 days external suspension Serve internal suspension days upon return from external Parent conference 	<ul style="list-style-type: none"> 3 - 5 days external suspension Serve internal suspension days upon return from external Parent conference with assistant principal 	<ul style="list-style-type: none"> 5 - 10 days external suspension Serve internal suspension days upon return from external Parent conference with principal or designee 	<ul style="list-style-type: none"> 10 days external suspension Serve internal suspension days upon return from external Parent conference with principal
Violation of Technology Contract	<ul style="list-style-type: none"> Consequences can include-the following:- administrative detentions, Saturday detention, internal suspension, 	<ul style="list-style-type: none"> Consequences can include-the following:- administrative detentions, Saturday detention, internal suspension, 	<ul style="list-style-type: none"> Consequences can include-the following:- administrative detentions, Saturday detention, internal suspension, 	<ul style="list-style-type: none"> Internal or external suspension until parent conference Loss of technology use 180 days



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(continued)	<ul style="list-style-type: none"> external suspension Loss of technology use up to 90 days Parent notification 	<ul style="list-style-type: none"> external-suspension Loss of technology use 60 – 90 days Parent notification 	<ul style="list-style-type: none"> external suspension Loss of technology use 90 – 120 days Parent notification 	
Violation of State wide assessments i.e. Security breaches or purposely cause testing irregularity	<ul style="list-style-type: none"> Internal/External suspension Voided test Parent notification 	<ul style="list-style-type: none"> External suspension Voided test Parent conference with assistant principal 	<ul style="list-style-type: none"> 4 days External suspension Voided test Parent conference with principal or designee 	<ul style="list-style-type: none"> 5 days External suspension Voided test Parent conference with principal
Weapons-possession of a weapon or look-alike weapon including water guns	<ul style="list-style-type: none"> 10 days external suspension Parent conference Police notification and charges filed Referral to superintendent for possible BOE hearing for expulsion 	<ul style="list-style-type: none"> 10 days external suspension Parent conference Police notification and charges filed Referral to superintendent for possible BOE hearing for expulsion 	<ul style="list-style-type: none"> 10 days external suspension Parent conference Police notification and charges filed Referral to superintendent for possible BOE hearing for expulsion 	<ul style="list-style-type: none"> 10 days external suspension Parent conference Police notification and charges filed Referral to superintendent for possible BOE hearing for expulsion
Weapons-use of any instrument as a weapon to cause bodily harm or threaten any individual	<ul style="list-style-type: none"> 10 days external suspension pending BOE hearing for expulsion Police notification and charges filed 	<ul style="list-style-type: none"> 10 days external suspension pending BOE hearing for expulsion Police notification and charges filed 	<ul style="list-style-type: none"> 10 days external suspension pending BOE hearing for expulsion Police notification and charges filed 	<ul style="list-style-type: none"> 10 days external suspension pending BOE hearing for expulsion Police notification and charges filed
Weapons-convicted or adjudicated delinquent for possession of a firearm or a crime while armed with a firearm (on or off school property)	<ul style="list-style-type: none"> 10 days external suspension pending BOE hearing for expulsion Police notification and charges filed 	<ul style="list-style-type: none"> 10 days external suspension pending BOE hearing for expulsion Police notification and charges filed 	<ul style="list-style-type: none"> 10 days external suspension pending BOE hearing for expulsion Police notification and charges filed 	<ul style="list-style-type: none"> 10 days external suspension pending BOE hearing for expulsion Police notification and charges filed
Senior Trip Offenses (include but not limited to under the influence, possession, distribution; and/or use of alcohol or drugs; shoplifting; or any activity that can be considered a criminal offense)	<ul style="list-style-type: none"> 10 days external suspension Loss of all school activities for remainder of the school year including but not limited to Prom and Graduation. Students will be immediately sent 			



REGULATION

(continued)	home All fees are the responsibility of parent/guardian and no costs will be incurred by the district			
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III. Discipline Categories

General misconduct and rule infractions are to be handled according to board of education policy and procedure. Infractions of a more serious nature will warrant a more serious response due to the nature of the action as listed below and as follows:

1. Harassment, Intimidation, and Bullying

This Policy 5512 and Regulation 5512 applies to all acts of harassment, intimidation, or bullying, pursuant to N.J.S.A. 18A:37-14 that occur on school property, at school-sponsored functions, or on a school bus and, as appropriate, acts that occur off school grounds.

See Board of Education approved policy 5512 and regulation 5512 on School and District Website. Please note, the policy and regulation was also distributed to students.

District Anti-Bullying Coordinator

Joseph Cramp
856-547-1920
301 Second Avenue
Haddon Heights, NJ 08035
crampj@hhsd.k12.nj.us

Glenview Elementary School Anti-Bullying Specialist

Matthew Baals
856-547-7647
1700 Sycamore Street
Haddon Heights, NJ 08035
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Seventh Avenue Elementary School Anti-Bullying Specialist

Katherine Fitzgibbon
856-547-0610
316 Seventh Avenue



Haddon Heights, NJ 08035
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Jr./Sr. High School Anti-Bullying Specialist
Christine Lodge
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301 Second Avenue
Haddon Heights, NJ 08035
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Atlantic Avenue Elementary School Anti-Bullying Specialist
Jennifer Ellis
856-547-0630
21 E. Atlantic Avenue
Haddon Heights, NJ 08035
ellisj@hhsd.k12.nj.us

Harassment, Intimidation, and Bullying Definition

“Harassment, intimidation, or bullying” means any gesture, any written, verbal or physical act, or any electronic communication, as defined in N.J.S.A. 18A:37-14, whether it be a single incident or a series of incidents that:

1. Is reasonably perceived as being motivated by either any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing characteristic;
2. Takes place on school property, at any school-sponsored function, on a school bus, or off school grounds, as provided for in N.J.S.A. 18A:37-15.3;
3. Substantially disrupts or interferes with the orderly operation of the school or the rights of other students; and that
 - a. A reasonable person should know, under the circumstances, that the act(s) will have the effect of physically or emotionally harming a student or damaging the student’s property, or placing a student in reasonable fear of physical or emotional harm to his/her person or damage to his/her property; or



- b. Has the effect of insulting or demeaning any student or group of students; or
- c. Creates a hostile educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student.

Schools are required to address harassment, intimidation, and bullying occurring off school grounds, when there is a nexus between the harassment, intimidation, and bullying and the school (e.g., the harassment, intimidation, or bullying substantially disrupts or interferes with the orderly operation of the school or the rights of other students).

“Electronic communication” means a communication transmitted by means of an electronic device, including, but not limited to: a telephone, cellular phone, computer, or pager.

Student Expectations

The Board expects students to conduct themselves in keeping with their levels of development, maturity and demonstrated capabilities with proper regard for the rights and welfare of other students and school staff, the educational purpose underlying all school activities and the care of school facilities and equipment consistent with the Code of Student Conduct.

The Board believes that standards for student behavior must be set cooperatively through interaction among the students, parents, school employees, school administrators, school volunteers, and community representatives, producing an atmosphere that encourages students to grow in self-discipline. The development of this atmosphere requires respect for self and others, as well as for school district and community property on the part of students, staff, and community members.

Students are expected to behave in a way that creates a supportive learning environment. The Board believes the best discipline is self-imposed, and it is the responsibility of staff to use instances of violations of the Code of Student Conduct as opportunities to help students learn to assume and accept responsibility for their behavior and the consequences of their behavior. Staff members who interact with students shall apply best practices designed to prevent student conduct problems and foster students' abilities to grow in self-discipline.



The Board expects that students will act in accordance with the student behavioral expectations and standards regarding harassment, intimidation, and bullying, including:

1. Student responsibilities (e.g., requirements for students to conform to reasonable standards of socially accepted behavior; respect the person, property and rights of others; obey constituted authority; and respond to those who hold that authority);
2. Appropriate recognition for positive reinforcement for good conduct, self-discipline, and good citizenship;
3. Student rights; and
4. Sanctions and due process for violations of the Code of Student Conduct.

Pursuant to N.J.S.A. 18A:37-15(a) and N.J.A.C. 6A:16-7.1(a)1, the district has involved a broad-base of school and community members, including parents, students, instructional staff, student support services staff, school administrators, and school volunteers, as well as community organizations, such as faith-based, health and human service, business and law enforcement, in the development of this Policy. Based on locally determined and accepted core ethical values adopted by the Board, pursuant to N.J.A.C. 6A:16-7.1(a)2, the Board must develop guidelines for student conduct pursuant to N.J.A.C. 6A:16-7.1. These guidelines for student conduct will take into consideration the developmental ages of students, the severity of the offenses and students' histories of inappropriate behaviors, and the mission and physical facilities of the individual school(s) in the district. This Policy requires all students in the district to adhere to the rules established by the school district and to submit to the remedial and consequential measures that are appropriately assigned for infractions of these rules.

Pursuant to N.J.A.C. 6A:16-7.1, the Superintendent must annually provide to students and their parents the rules of the district regarding student conduct. Provisions shall be made for informing parents whose primary language is other than English.

The district prohibits active or passive support for acts of harassment, intimidation, or bullying. Students are encouraged to support other students who:

1. Walk away from acts of harassment, intimidation, and bullying when they see them;



2. Constructively attempt to stop acts of harassment, intimidation, or bullying;
3. Provide support to students who have been subjected to harassment, intimidation, or bullying; and
4. Report acts of harassment, intimidation, and bullying to the designated school staff member.

Consequences and Appropriate Remedial Actions

Consequences and Appropriate Remedial Actions – Students

The Board of Education requires its school administrators to implement procedures that ensure both the appropriate consequences and remedial responses for students who commit one or more acts of harassment, intimidation, or bullying, consistent with the Code of Student Conduct. The following factors, at a minimum, shall be given full consideration by school administrators in the implementation of appropriate consequences and remedial measures for each act of harassment, intimidation, or bullying by students. Appropriate consequences and remedial actions are those that are graded according to the severity of the offense(s), consider the developmental ages of the student offenders and students' histories of inappropriate behaviors, per the Code of Student Conduct and N.J.A.C. 6A:16-7.

Factors for Determining Consequences – Student Considerations

1. Age, developmental and maturity levels of the parties involved and their relationship to the school district;
2. Degrees of harm;
3. Surrounding circumstances;
4. Nature and severity of the behavior(s);
5. Incidences of past or continuing patterns of behavior;
6. Relationships between the parties involved; and
7. Context in which the alleged incidents occurred.

Factors for Determining Consequences – School Considerations

1. School culture, climate, and general staff management of the learning environment;



2. Social, emotional, and behavioral supports;
3. Student-staff relationships and staff behavior toward the student;
4. Family, community, and neighborhood situation; and
5. Alignment with Board policy and regulations/procedures.

Factors for Determining Remedial Measures

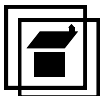
Personal

1. Life skill deficiencies;
2. Social relationships;
3. Strengths;
4. Talents;
5. Interests;
6. Hobbies;
7. Extra-curricular activities;
8. Classroom participation;
9. Academic performance; and
10. Relationship to students and the school district.

Environmental

1. School culture;
2. School climate;
3. Student-staff relationships and staff behavior toward the student;
4. General staff management of classrooms or other educational environments;
5. Staff ability to prevent and manage difficult or inflammatory situations;
6. Social-emotional and behavioral supports;
7. Social relationships;
8. Community activities;
9. Neighborhood situation; and
10. Family situation.

Consequences for a student who commits one or more acts of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion of students, as set forth in the Board's approved Code of Student Conduct pursuant to N.J.A.C. 6A:16-7.1. Consequences for a student who commits an act of harassment, intimidation, or bullying are those that are graded according to the severity of the offenses, consider the developmental age of the student offenders and the students' histories of inappropriate behaviors consistent with the Board's approved Code of



Student Conduct and N.J.A.C. 6A:16-7, Student Conduct. The use of negative consequences should occur in conjunction with remediation and not be relied upon as the sole intervention approach.

Remedial measures shall be designed to correct the problem behavior, prevent another occurrence of the problem, protect and provide support for the victim of the act, and take corrective action for documented systemic problems related to harassment, intimidation, or bullying. The consequences and remedial measures may include, but are not limited to, the examples listed below:

Examples of Consequences

1. Admonishment;
2. Temporary removal from the classroom;
3. Deprivation of privileges;
4. Classroom or administrative detention;
5. Referral to disciplinarian;
6. In-school suspension;
7. Out-of-school suspension (short-term or long-term);
8. Reports to law enforcement or other legal action; or
9. Expulsion.

Examples of Remedial Measures

Personal – Student Exhibiting Bullying Behavior

1. Develop a behavioral contract with the student. Ensure the student has a voice in the outcome and can identify ways he or she can solve the problem and change behaviors;
2. Meet with parents to develop a family agreement to ensure the parent and the student understand school rules and expectations;
3. Explain the long-term negative consequences of harassment, intimidation, and bullying on all involved;
4. Ensure understanding of consequences, if harassment, intimidation, and bullying behavior continues;
5. Meet with school counselor, school social worker, or school psychologist to decipher mental health issues (e.g., what is happening and why?);
6. Develop a learning plan that includes consequences and skill building;
7. Consider wrap-around support services or after-school programs or services;
8. Provide social skill training, such as impulse control, anger management, developing empathy, and problem solving;



9. Arrange for an apology, preferably written;
10. Require a reflective essay to ensure the student understands the impact of his or her actions on others;
11. Have the student research and teach a lesson to the class about bullying, empathy, or a similar topic;
12. Arrange for restitution (i.e., compensation, reimbursement, amends, repayment), particularly when personal items were damaged or stolen;
13. Explore age-appropriate restorative (i.e., healing, curative, recuperative) practices; and
14. Schedule a follow-up conference with the student.

Personal – Target/Victim

1. Meet with a trusted staff member to explore the student's feelings about the incident;
2. Develop a plan to ensure the student's emotional and physical safety at school;
3. Have the student meet with the school counselor or school social worker to ensure he or she does not feel responsible for the bullying behavior;
4. Ask students to log behaviors in the future;
5. Help the student develop skills and strategies for resisting bullying; and
6. Schedule a follow-up conference with the student.

Parents, Family, and Community

1. Develop a family agreement;
2. Refer the family for family counseling; and
3. Offer parent education workshops related to bullying and social-emotional learning.

Examples of Remedial Measures – Environmental (Classroom, School Building, or School District)

1. Analysis of existing data to identify bullying issues and concerns;
2. Use of findings from school surveys (e.g., school climate surveys);
3. Focus groups;
4. Mailings – postal and email;
5. Cable access television;
6. School culture change;
7. School climate improvement;



8. Increased supervision in “hot spots” (e.g. locker rooms, hallways, playgrounds, cafeterias, school perimeters, buses);
9. Adoption of evidence-based systemic bullying prevention practices and programs;
10. Training for all certificated and non-certificated staff to teach effective prevention and intervention skills and strategies;
11. Professional development plans for involved staff;
12. Participation of parents and other community members and organizations (e.g., Parent Teacher Associations, Parent Teacher Organizations) in the educational program and in problem-solving bullying issues;
13. Formation of professional learning communities to address bullying problems;
14. Small or large group presentations for fully addressing the actions and the school’s response to the actions, in the context of the acceptable student and staff member behavior and the consequences of such actions;
15. School policy and procedure revisions;
16. Modifications of schedules;
17. Adjustments in hallway traffic;
18. Examination and adoption of educational practices for actively engaging students in the learning process and in bonding students to pro-social institutions and people;
19. Modifications in student routes or patterns traveling to and from school;
20. Supervision of student victims before and after school, including school transportation;
21. Targeted use of monitors (e.g., hallway, cafeteria, locker room, playground, school perimeter, bus);
22. Targeted use of teacher aides;
23. Disciplinary action, including dismissal, for school staff who contributed to the problem;
24. Supportive institutional interventions, including participation in the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
25. Parent conferences;
26. Family counseling;
27. Development of a general harassment, intimidation, and bullying response plan;
28. Behavioral expectations communicated to students and parents;
29. Participation of the entire student body in problem-solving harassment, intimidation, and bullying issues;
30. Recommendations of a student behavior or ethics council;
31. Participation in peer support groups;
32. School transfers; and



33. Involvement of law enforcement officers, including school resource officers and juvenile officers or other appropriate legal action.

Consequences and Appropriate Remedial Actions – Adults

The district will also impose appropriate consequences and remedial actions to an adult who commits an act of harassment, intimidation, or bullying of a student. The consequences may include, but not be limited to: verbal or written reprimand, increment withholding, legal action, disciplinary action, termination, and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.

Target/Victim Support

Districts should identify a range of strategies and resources that will be available to individual victims of harassment, intimidation, and bullying, and respond in a manner that provides relief to victims and does not stigmatize victims or further their sense of persecution. The type, diversity, location, and degree of support are directly related to the student's perception of safety.

Sufficient safety measures should be undertaken to ensure the victims' physical and social-emotional well-being and their ability to learn in a safe, supportive, and civil educational environment.

Examples of support for student victims of harassment, intimidation, and bullying include:

1. Teacher aides;
2. Hallway and playground monitors;
3. Partnering with a school leader;
4. Provision of an adult mentor;
5. Assignment of an adult "shadow" to help protect the student;
6. Seating changes;
7. Schedule changes;
8. School transfers;
9. Before- and after-school supervision;
10. School transportation supervision;
11. Counseling; and
12. Treatment or therapy.



2. Assault/Battery Toward Another Person

For the purpose of this code, assault/battery will be defined as a violent or sudden attack upon a student or staff member with the intent to injure, threaten, and/or intimidate

3. Cutting Teacher Detention

As part of the normal discipline process, teachers may assign a teacher detention. The teacher shall determine the length of time. Minimally, teachers will give students 24-hour notice to arrange transportation. The school does not supply transportation.

4. Demonstration

Any student who encourages and/or participates in any unauthorized demonstration, which leads to a student walkout, shall be considered to be espousing continued and willful disruption, disobedience, and defiance, as well as truancy. Participants shall be in violation of 18A:37-2.

5. Alcohol/Drugs See Board of Education approved policy 5530 and regulation 5530 on the district website for specific details.

6. Cell Phones and Electronic Devices

The school district extends to students the privilege to possess, display, and use electronic devices at certain times throughout the school day. If students bring these items to school, the school is not responsible for the loss, destruction, or theft of these items. Students are permitted to use electronic devices in lunch, study hall, and in the hallways. Students must follow specific rules established by administration when using devices and are subject to disciplinary consequences listed in the Student Code of Conduct.

In certain circumstances, students may be authorized to use electronic devices for educational purposes. These circumstances will be based on individual teacher discretion and limited to the specific location where the instruction is taking place. The use of those devices is limited to only those uses identified by that teacher. Any other use will be considered a violation of the cell phone and electronic device policy.

7. Fighting



Fighting will not be tolerated. Both individuals will obtain the same consequence unless provocation is directly evidenced or unless it is the second offense for one of the individuals. Students who feel they are being provoked into such a situation must realize the consequences unless they have previously notified proper authorities of impending danger and even then, their actions will be evaluated.

8. Lewd Behavior/Conduct: The administration will assess any lewd conduct/behavior, and determine if the case should be turned over to the district Affirmative Action Officer, Ms. Lisa Owen. If lewd behavior has been confirmed, the consequences can range from a variety of discipline measures, including but not limited to, police charges and notification to the prosecutor.

9. Hazing

“Hazing” means the performance of any act or the coercion of another to perform any act of initiation into any class, team, or organization that causes or creates a substantial risk of causing mental or physical harm. Permission, consent, or assumption of risk by an individual subjected to hazing shall not lessen the prohibitions contained in this policy.

All staff members, pupils and school volunteers shall be alert to possible behavior, circumstances, or events that might include hazing. A person who detects hazing and/or planned hazing shall immediately inform the pupil(s) involved of the prohibition against this behavior and/or conduct and direct them to immediately cease all such behavior and/or conduct. All such incidents need to be reported to administration.

10. Insubordination/Gross Insubordination

Insubordination will be defined as a student’s failure to follow instructions after several requests and having to be instructed to proceed to the attendance office. Insubordination will follow the normal phases of the discipline policy.

Gross insubordination for the purposes of this policy will be defined as a student’s failure to leave a classroom, the library, an office, etc. when instructed by a staff member to do so to the point of having to call for assistance. Failure to follow directions given by a staff member when the student’s or other students’ safety or well-being is threatened will also be considered gross insubordination.



11. Failure to Return Student Emergency Information/School Messenger

Any student who does not return the Student Emergency Information and School Messenger Form by September 15 of each school year will be subject to above consequences.

12. Threats to Teachers and Staff

Any student, who verbally threatens bodily harm, intimidates via body position or threatens property damage to a teacher or staff member is committing an unlawful act. Violence of this type will not be tolerated and students will summarily be subjected to significant consequences.

13. Unauthorized Occupancy

Any student who chooses to participate in any unauthorized occupancy of any part of any building owned by any school district, and fails to leave after having been directed to do so by the principal or other person in charge shall be in violation of N.J. Statute 18A:37-2.

14. Unauthorized Videotaping/Inappropriate Use of Social Media

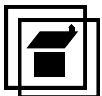
Any student who videotapes another individual without their knowledge or consent will be suspended. This also applies to the inappropriate use of social media, which includes but is not limited to, pictures, video, and text.

15. Private Property Damage

Any student who causes malicious and intentional property damage, or is found in unauthorized areas or commits acts of a serious and/or illegal nature while on any school sponsored trip will be suspended and may be denied the privilege of participating in all remaining student activities. *Students may also be required to make restitution for any damaged property.*

16. Damage to School Property

Any student who causes malicious and intentional property damage to school property will be suspended and/or may also be required to make restitution for any damaged property.



17. Violating Terms of External Suspension

According to the terms of suspensions, students are not permitted to be on school grounds or attend/participate in any school functions during the length of the suspension. This includes school activities or athletic events on or off school grounds. The term of the suspension is defined as - from the start of the suspension as determined by administration until the day of the student's return.

Any student in violation of the terms of suspension will have additional days added to the suspension and/or further discipline as determined by administration. The number of days will be determined by administration, but will take into account the severity and number of days in violation.

18. Failure to attend sessions

Students who fail to attend support group sessions will be assigned, in addition to that support session, a Saturday Detention day for each session missed. If a student has a conflict with the scheduled time of the group support session, they are to contact the student assistance coordinator to reschedule no later than the day of the scheduled appointment. Students must provide proper documentation to reschedule a session.

19. Attendance/Dress Code

Attendance and dress policies are explained in the School Calendar. The School Calendar is mailed to all parents/guardians prior to the start of each school year.

20. Trespassing-On School Property

Students that enter school property without permission at any time during the school year, including seasonal breaks would be trespassing.

21. Trespassing – In the building/On top of the building

Students that enter the building or the roof of the building without permission at any time during the school year, including seasonal breaks would be trespassing.

22. Violation of State Testing Policy/Security Breach

Security breaches are defined by the state testing policy, and consequences are mentioned above.



IV. Sexual Harassment

See Board of Education approved policy 5751 and regulation 5751 on sexual harassment.

Sexual harassment of pupils by school employees, other pupils, or third parties will not be tolerated. Sexual harassment of pupils is a form of prohibited sex discrimination. School district staff will investigate and resolve allegations of sexual harassment of pupils engaged in by school employees, other pupils (peers), or third parties.

Definitions:

1. Quid pro quo harassment occurs when a school employee explicitly or implicitly conditions a pupil's participation in an educational program or activity or bases an educational decision on the pupil's submission to unwelcomed sexual advances, requests for sexual favors, or other favors, or other verbal, nonverbal, or physical conduct of a sexual nature. Quid Pro Quo Harassment is equally unlawful whether the pupil resists and suffers the threatened harm or submits and thus avoids the threatened harm.
2. Hostile environment sexual harassment is sexually harassing conduct (which can include unwelcomed sexual advances, requests for sexual favors, or other favors, or other verbal, nonverbal, or physical conduct of a sexual nature) by an employee, by another pupil, or by a third party that is sufficiently severe, persistent, or pervasive to limit a pupil's ability to participate in or benefit from an educational program or activity, or to create a hostile or abusive educational environment.

This Policy protects any "person" from sex discrimination; accordingly both male and female pupils are protected from sexual harassment engaged in by school district employees, other pupils, or third parties. Sexual harassment, regardless of the gender of the harasser, even if the harasser and the pupil being harassed are members of the same gender is prohibited. Harassing conduct of a sexual nature directed toward any pupil, regardless of the pupil's sexual orientation, may create a sexually hostile environment and therefore constitute sexual harassment. Nonsexual touching or other nonsexual conduct does not constitute sexual harassment.



V. Three Strike Rule

The Haddon Heights School District has an obligation to provide a safe and orderly environment for the students who attend our schools. We recognize that appropriate personal behavior, respect for individuals and property, and integrity are essential characteristics in the development of a strong and effective community of socially conscious citizens.

Students who are referred to the Administration as part of the discipline program or are suspended three times during the school year, which includes general suspensions, students suspended as part of the discipline program, and/or students who are suspended for failure to attend Saturday Detention will be excluded from participating in, but not limited to the following extracurricular activities:

Cotillion	Other School Dances	Senior Trip
Coffee Houses	Lip Sync	Mr. 3HS
Clash of the Classes	Battle of the Bands	Prom
Homecoming Contest		

Students who are referred to Administration as part of the discipline program or are suspended three times during the school year may be excluded from participating in or removed from the following, but not limited to the following extracurricular activities

Athletics	Newspaper	Mock Trial
A.V.A.	Yearbook	Office Monitors
Clubs or Organizations	Freshmen Mentoring	Peer Counseling
Debate Team	Spring Concert	Student Government
Knowledge Bowl	National Honor Society	Graduation
Cheerleading	School Plays	Marching Band
Stage Crew	Jazz Band	

VI. Off Campus Conduct Control

All disciplinary action normally available with regard to a student for violation of school rules or other clear misconduct on-campus shall be available for any activity away from campus, whether or not school is in session when such activity occurs, if such off-campus activity may be reasonably interpreted to threaten the ability of the district to maintain a safe, orderly and disciplined educational atmosphere.

This policy is not limited to school sponsored and school related events.



When it is brought to the attention of the district that a student has engaged in such conduct off-campus, the principal of the school which the student attends shall conduct such investigation as the principal feels is necessary and proper under the circumstances and may initiate disciplinary action, up to and including suspension or expulsion, in the same fashion as if the action had occurred on campus. In conducting such investigation, the principal or his/her representative may cooperate with law enforcement authorities.

By way of illustration, but not by way of limitation, the following actions shall be the subject of disciplinary investigation and action under this section:

1. Any use or threat of use of a firearm against another person by a student:
2. Any fighting off campus as an extension of an on-campus situation or relationship.
3. Any assault by a student which results in the victim of the assault requiring medical attention or which otherwise indicates reckless disregard by the student for the personal safety or personal rights of others;
4. Intimidation of or threat of violence against a student by a member of a gang whose activities would be prohibited on campus.
5. Any threat against an employee of the District calculated to cause fear or which the person issuing the threat should know will result in fear.
6. Any illegal sale or distribution of controlled substances (as defined in this state's criminal law) off campus to any person
7. The commission of any act which, if committed by an adult, would be punishable by more than one year in prison upon conviction. School action with regard to such a matter shall be independent of arrest, indictment, trial, conviction, or acquittal in the criminal or juvenile courts shall not be determinative of the action necessary for the school to maintain a safe, orderly and discipline educational environment.
8. Any vandalism or defamation of character (libel or slander) directed toward a staff member of Haddon Heights High School.
9. Hazing



H. (cont'd)

2. The school responses to violations of behavioral expectations that are subject to student discipline including suspension or expulsion pursuant to N.J.S.A. 18A:37-2 outlined in a Chart of Student Discipline shall be consistent with the Board's policies and regulations/procedures on attendance, pursuant to N.J.A.C. 6A:16-7.6 and harassment, intimidation, and bullying, pursuant to N.J.A.C. 6A:16-7.7.
3. The Principal or designee will maintain a list of community-based health and social service provider agencies available to support a student and a student's family, as appropriate, and a list of legal resources available to serve the community.
4. The Board of Education may deny participation in extra-curricular activities, school functions, sports, graduation exercises, or other privileges as disciplinary sanctions when designed to maintain the order and integrity of the school environment.
5. Nothing in Policy and Regulation 5600 shall prevent the school administration from imposing a consequence for unacceptable student conduct not listed or included in a Chart of Student Discipline.

I. Student Conduct Away from School Grounds

1. The Building Principal or designee has the right to impose a consequence on a student for conduct away from school grounds that is consistent with the Board's Code of Student Conduct, pursuant to N.J.A.C. 6A:16-7.1.
 - a. This authority shall be exercised only when it is reasonably necessary for the student's physical or emotional safety, security, and well-being or for reasons relating to the safety, security, and well-being of other students, staff, or school grounds, pursuant to N.J.S.A. 18A:25-2 and 18A:37-2.
 - b. This authority shall be exercised only when the conduct that is the subject of the proposed consequence materially and substantially interferes with the requirements of appropriate discipline in the operation of the school.
 - c. Consequences for conduct away from school grounds shall be handled in accordance with the Board approved Code of Student Conduct, pursuant to N.J.A.C. 6A:16-7.1, Policy and Regulation 5600, and as appropriate, in accordance with N.J.A.C. 6A:16-7-2, 7.3, or 7.4.



2. School authorities shall respond to harassment, intimidation, or bullying that occurs off school grounds, pursuant to N.J.S.A. 18A:37-14 and 15.3 and N.J.A.C. 6A:16-1.3, 7.1, and 7.7.

J. School Bus Conduct

Violations of the rules regarding student conduct on school buses will be handled as follows:

1. The bus driver will report unacceptable conduct to the Principal of the school in which the student is enrolled by submission of a completed written report that includes the name of the student, the school, and the student's conduct.
2. The Principal or designee will investigate the matter, which may include meeting with the bus driver, bus aide, other students on the school bus, and the student who was reported by the bus driver.
3. The parent will be notified of the student's reported conduct.
4. The Principal or designee will make a determination if the student violated behavioral expectations and the discipline to be administered in accordance with the Code of Student Conduct.
5. If it is determined the misconduct is severe, the student may be suspended from the bus pending a conference with the parent.

K. Students with Disabilities

For students with disabilities, subject to Individualized Education Programs in accordance with 20 U.S.C. § 1400 et seq., the Individuals with Disabilities Educational Improvement Act, N.J.A.C 6A:14, and accommodation plans under 29 U.S.C. §§ 794 and 705(20), student discipline and the Code of Student Conduct shall be implemented in accordance with the components of the applicable plans.

L. Records

1. Instances of student discipline will be recorded in the student's file in strict compliance with N.J.A.C. 6A:32-7.1 et seq. and Policy and Regulation 8330.
2. When a student transfers to a public school district from another public school district, all information in the student's record related to disciplinary actions taken



against the student by the school district and any information the school district has obtained pursuant to N.J.S.A. 2A:4A-60, Disclosure of Juvenile Information; Penalties for Disclosure, shall be provided to the receiving public school district, in accordance with the provisions of N.J.S.A. 18A:36-19(a), and N.J.A.C. 6A:32-7.5.

- a. The record shall be provided within two weeks of the date that the student enrolls in the receiving district.
 - b. Written consent of the parent or adult student shall not be required as a condition of the record transfer; however, written notice of the transfer shall be provided to the parent or the adult student.
3. When a student transfers to a private school, which includes all sectarian or nonsectarian, nonprofit, institutional day, or residential schools that provide education for students placed by their parents and that are controlled by other than public authority, all student disciplinary records with respect to suspensions or expulsions, shall be provided by the public school district of residence to the private school upon written request from the private school, in the same manner the records would be provided to a public school, pursuant to 20 U.S.C. § 6301, Title IV § 4155 of the Elementary and Secondary Education Act.
 4. The Board shall not use a student's past offenses on record to discriminate against the student.
 5. All student disciplinary records pursuant to N.J.A.C. 6A:16-7 shall conform with the requirements set forth in N.J.A.C. 6A:16-7.8(d).

M. Annual Review

The Superintendent will designate a school staff member to coordinate an annual review and update of Policy and Regulation 5600. The Superintendent's designee will:

1. Compile an annual summary report of violations of the student behavioral expectations and the associated school responses to the violations in the Student Discipline/Code of Conduct Policy and Regulation.
2. Convene a Student Discipline/Code of Conduct Committee comprised of parents, students, and community members that represent the composition of the district's schools and community to review the annual summary report and to develop recommendations, if any, to improve and update the Student Discipline/Code of Conduct Policy and Regulation.



REGULATION

3. The Superintendent's designee shall submit the Committee's recommendations, if any, to improve or update the Student Discipline/Code of Conduct Policy and Regulation.
 4. The Superintendent will review the Committee's report with school administrators and will determine if the Student Discipline/Code of Conduct Policy and Regulation should be updated.
 5. The Superintendent will recommend to the Board revisions to the Student Discipline/Code of Conduct Policy, if needed.
- N. Policy and Regulation Publication and Distribution

The Student Discipline/Code of Conduct Policy and Regulation 5600, including the Chart of Student Discipline shall be disseminated annually to all school staff, students, and parents. These documents may be disseminated in handbooks, electronically, or in hard copy form. Principals will ensure these documents are made available to all students on or before the first day of each school year and to transferring students on the first day of their enrollment in this district.

Adopted: 10 November 2009
Revised: 14 September 2010
Revised: 12 July 2011
Revised: 10 July 2012
Revised: 9 July 2013
Revised: 8 July 2014
Revised: 9 December 2014
Revised: 5 August 2015
Revised: 3 August 2016

