

YOUGH SCHOOL DISTRICT

SECTION: PUPILS

TITLE: WEAPONS

ADOPTED: November 1, 2007

REVISED:

	218.1. WEAPONS
1. Purpose	<p>The Board recognizes the importance of a safe school environment relative to the educational process. Possession of weapons in the school setting is a threat to the safety of students and staff and is prohibited by law; a swift and meaningful response will result when a student is found in possession of a weapon.</p>
2. Definitions SC 1317.2	<p>Weapon - the term shall include but not be limited to any knife, cutting instrument, cutting tool, nunchaku, brass or metal knuckles, firearm, shotgun, rifle, replica of a weapon, chemical agent such as mace, explosive device, and/or any other tool, instrument or implement capable of inflicting serious bodily injury.</p> <p>A weapon does not include any device which is authorized by the school for a legitimate educational purpose, such as tools, scissors, compasses, pencils, implements for class. Any student, however, using any object in an aggressive, threatening and/or intimidating manner shall be considered in possession of a weapon.</p> <p>A firearm means the following:</p> <ol style="list-style-type: none"> 1. Any weapon, including a starter gun, which will or is designed to or may readily be converted to expel a projectile by the action of an explosive. 2. The frame or receiver of any such weapon. 3. Any firearm muffler or firearm silencer. 4. Any destructive device. <p>A destructive device means any explosive, incendiary, poison gas, bomb, grenade, rocket having a propellant charge of more than four (4) ounces, missile having an explosive or incendiary charge of more than one-quarter (1/4) ounce, mine, or any device similar to any of the devices described above.</p>

	<p>Possessing - a student is in possession of a weapon when the weapon is found on the person of the student; in the student's locker; under the student's control while on school property, on property being used by the school, at any school function or activity, at any school event held away from the school, or while the student is coming to or from school.</p>
<p>3. Authority SC 1317.2</p>	<p>The Board prohibits students from possessing and bringing weapons and replicas of weapons into any school district buildings, onto school property, to any school-sponsored activity whether or not held on district property, onto any public or private vehicle providing transportation to school or a school-sponsored activity, and while the student is on her/his way to or from school.</p>
<p>SC 1317.2 Pol. 233</p>	<p>The school district shall expel for a period of not less than one (1) year any student who violates this weapons policy. Such expulsion shall be given in conformance with formal due process proceedings required by law. The Superintendent may recommend modifications of such expulsion requirement on a case-by-case basis.</p>
<p>4. Delegation of Responsibility 20 U.S.C. Sec. 1400 et seq</p>	<p>In the case of a student with disabilities, the Superintendent shall take all necessary steps to comply with the Individuals with Disabilities Education Act.</p>
<p>SC 1317.2</p>	<p>Any professional staff member, school employee, and/or student who knows or ascertains that a student is in possession of a weapon in contravention of this policy shall immediately inform the building principal who will conduct a complete investigation. A student who has knowledge that a weapon is in or on school property shall be subject to disciplinary proceedings if the student does not timely report this information to school personnel. Upon confiscation of a weapon, the building principal must immediately notify and/or summon the local police, the Superintendent, and the parents/guardians of any and all students involved in the incident.</p>
<p>Title 22 Sec. 12.5 Pol. 226</p>	<p>Upon reasonable suspicion that a student possesses a weapon, the building principal will request the student to voluntarily empty his/her pockets, remove any coat, book-bag, or purse to be searched by a school official in the presence of another adult witness. Students are advised that the rules and regulations of the State Board of Education provide that reasonable force may be used by teachers and school authorities to obtain possession of weapons or other dangerous objects, although district personnel shall avoid the use of force whenever possible.</p> <p>If a student refuses to permit a search, the building principal will immediately summon the local police and request assistance. Parents/Guardians shall be notified as soon as possible.</p>

	<p>The building principal will cooperate with the Superintendent to develop a public statement regarding the incident and will determine the most effective method of informing school personnel of the incident. The Superintendent will inform Board members of the incident as soon as measures have been taken to eliminate any immediate danger associated with the incident, all steps pursuant to this policy have been complied with, and it is reasonable and practicable to do so.</p>
Pol. 233	<p>The building principal will coordinate the informal hearing procedure, conduct an investigation, secure written statements and anecdotal records substantiating the charges, and provide information and notification requirements for a formal hearing for expulsion proceedings in accordance with the Pennsylvania School Code with the Superintendent.</p>
SC 1317.2	<p>The Superintendent or designee shall report all incidents relating to expulsion for possession of a weapon to the Department of Education.</p>
SC 1303-A	<p>The Superintendent or designee shall be responsible to develop a memorandum of understanding with local law enforcement officials that sets forth procedures to be followed when an incident occurs involving an act of violence or possession of a weapon by any person on school property.</p>
SC 1303-A	<p>Acts of violence or possession of a weapon in violation of this policy shall be reported to the Office of Safe Schools on the required form at least once each year.</p>
5. Guidelines	<p>Students, staff and parents/guardians shall be informed at least annually concerning this policy.</p>
SC 1317.2	<p>An exception to this policy may be made by the Superintendent, who shall prescribe special conditions or procedures to be followed. Such as a weapon possessed and used in conjunction with a lawful supervised school activity or course.</p> <p>Weapons under the control of law enforcement personnel are permitted.</p>
18 U.S.C. Sec. 921, 922	<p>In accordance with the federal Gun-Free School Zone Act, possession or discharge of a firearm in, on, or within 1,000 feet of school grounds is prohibited. Violations shall be reported to the appropriate law enforcement agency.</p> <p><u>Disciplinary Procedures</u></p> <p>The Superintendent shall ultimately deal with all weapons violations and shall inform the Board of the violations in a timely fashion. Only permanent expulsion cases shall be referred to the Discipline Committee.</p>

	<p>If the violation involved is a look-a-like weapon, the Superintendent shall:</p> <ol style="list-style-type: none">1. Review facts and prior history.2. Report situation to the Board.3. Consult with administration for recommendation of further action.4. Notify parents/guardians of procedures and rights.5. Convene a hearing involving student, parent/guardian, and administrator.<ol style="list-style-type: none">a. The hearing shall be recorded.b. The student/parent/guardian may stipulate to the allegations or a review of the facts will be conducted.c. The decision as to the disciplinary actions or conditions appropriate shall be made by the Superintendent as per Board guidelines.<ol style="list-style-type: none">1) Disciplinary action/conditions shall be reduced to a written document.2) Parent/Guardian, student, administrator, and Superintendent will sign the document, if agreeable.3) Implementation will be immediate.4) If there is no agreement, the matter should go before the School Board for pending disciplinary action.d. The Superintendent shall report to the Board with the recommendation.e. The Board shall:<ol style="list-style-type: none">1) Approve the recommendation of the Superintendent.2) Disapprove the recommendation of the Superintendent.<ol style="list-style-type: none">a) Convene a Disciplinary Committee hearing.b) Make a decision of:<ol style="list-style-type: none">(1) Length of expulsion, if any.
--	--

<p>SC 1317.2</p>	<ul style="list-style-type: none">(2) Counseling requirements, if appropriate.(3) Conditions of readmission to school.(4) Conditions of district-provided homebound instruction for students eighteen (18) years of age and older.(5) Notify parent/guardian of the decision. <p>If the violation involves a non-look-a-like weapon, firearm, knife, incendiary/ explosive device, the Superintendent shall:</p> <ul style="list-style-type: none">1. Convene a meeting of the Disciplinary Committee of the Board.2. Notify parent/guardian of procedures and rights in writing (certified letter).3. Contact solicitor for arrangements.4. Have documentation for the hearing prepared. <p>The Disciplinary Committee shall:</p> <ul style="list-style-type: none">1. Make a decision of:<ul style="list-style-type: none">a. Length of expulsion, if any.b. Counseling requirements, if appropriate.c. Conditions of readmission to school.d. Conditions of district-provided homebound instruction for students eighteen (18) years of age and older.e. Notify parent/guardian of the decision.2. The Board shall approve the recommendation of the Disciplinary Committee. <p>The Superintendent will present a monthly oral report of all such infractions to the Board of Education in Executive Session at the regularly scheduled Board meeting.</p> <p><u>Weapons</u></p> <p><i>Minimum – Ten (10) Day Suspension – With Superintendent Recommendation</i></p>
------------------	---

<p>Pol. 216.1</p>	<p><i>Minor circumstance</i> – Ten (10) day out-of-school suspension:</p> <ol style="list-style-type: none"> 1. Three (3) day served suspension/seven (7) days waived or any recommended combination. 2. Assessment by counselor/ours or theirs (at parent's/guardian's expense). 3. Agree to follow recommendations of counselor(s). 4. Referral to SAP (Secondary). 5. Permanent probation for weapon possession and other actions reflected in disciplinary records. 6. All sign letter agreeing to conditions. <p><i>Serious circumstance</i> – intent; malice; firearm; incendiary device; large knife.</p> <ol style="list-style-type: none"> 1. Ten (10) day suspension to permanent expulsion. 2. Board Disciplinary Committee hearing. 3. Written adjudication. <p>Whenever, readmission of a student into the regular education program is granted after expulsion and the subsequent execution of a readmission agreement, any violation of the conditions of readmission will result in immediate reinstatement of the expulsion without opportunity for a subsequent hearing.</p> <p>NOTE: Failure to successfully complete homebound instruction will result in no academic advancement while serving the expulsion.</p> <p>ALL CASES REQUIRE NOTIFICATION OF LAW ENFORCEMENT AGENCIES.</p> <p><u>Transfer Students</u></p> <p>Prior to admission to any school entity, the parent/guardian, or other person having control or charge of a student shall, upon registration, provide a sworn statement or affirmation stating whether the pupil was previously suspended or is presently suspended or expelled from any public or private school of this Commonwealth or</p>
-------------------	---

<p>Pol. 233</p>	<p>any other state for an act or offense involving weapons, alcohol, or drugs, or for the willful infliction of injury to another person or for any act of violence committed on school property. The registration shall be maintained, as permitted by law, as part of the student's disciplinary record.</p> <p>In this regard, parents/guardians should be advised that any willful false statement made under this section shall be a misdemeanor of the third degree.</p> <p>When the district receives a student via transfer from a public or private school during an expulsion or suspension period for an offense involving any of the above stated offenses, the district will honor the discipline imparted by the previous school district. The Board will assign that student to an alternative assignment or may provide alternative education for a period equal to the expulsion or suspension and/or a minimum of nine (9) weeks.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 1303-A, 1317.2</p> <p>Individuals With Disabilities Education Act – 20 U.S.C. Sec. 1400 et seq.</p> <p>Gun-Free Schools Act – 20 U.S.C. Sec. 7151</p> <p>No Child Left Behind Act of 2001 – 20 U.S.C. Sec. 7114</p> <p>Gun Control Act – 18 U.S.C. Sec. 921, 922</p> <p>State Board of Education Regulations – 22 PA Code Sec. 403.1</p> <p>Board Policy – 216.1, 226, 233</p>
-----------------	---

YOUGH SCHOOL DISTRICT

SECTION: PUPILS

TITLE: TERRORISTIC THREATS/ACTS

ADOPTED: November 1, 2007

REVISED:

	218.2. TERRORISTIC THREATS/ACTS
1. Purpose	The Board recognizes the danger that terroristic threats and acts by students presents to the safety and welfare of district students, staff and community. The Board acknowledges the need for an immediate and effective response to a situation involving such a threat or act.
2. Definitions 18 Pa. C.S.A. Sec. 2706 18 Pa. C.S.A. Sec. 2301-3201 Sec. 3301-4101	Terroristic threat - shall mean a threat to commit violence communicated with the intent to terrorize another; to cause evacuation of a building; or to cause serious public inconvenience, in reckless disregard of the risk of causing such terror or inconvenience. Terroristic act - shall mean an offense against property or involving danger to another person.
3. Authority	The Board prohibits any district student from communicating terroristic threats or committing terroristic acts directed at any student, employee, Board member, community member or school building.
4. Delegation of Responsibility Title 22 Sec. 12.2	The Board directs the Superintendent to react promptly and appropriately to information and knowledge concerning a possible or actual terroristic threat or act. The Superintendent or designee shall be responsible for developing administrative procedures to implement this policy. Staff members and students shall be responsible for informing the building principal regarding any information or knowledge relevant to a possible or actual terroristic threat or act. The building principal shall immediately inform the Superintendent after receiving a report of such a threat or act.

<p>5. Guidelines</p> <p>Pol. 233</p> <p>20 U.S.C. Sec. 1400 et seq</p>	<p>When an administrator has evidence that a student has made a terroristic threat or committed a terroristic act, the following guidelines shall be applied:</p> <ol style="list-style-type: none"> 1. The building principal shall immediately suspend the student, following all required due process procedures. 2. The building principal shall promptly report the incident to the Superintendent. 3. The Superintendent or designee shall report the student to law enforcement officials. 4. The building principal shall inform any person directly referenced or affected by a terroristic threat. 5. The Superintendent may recommend expulsion of the student to the Board. <p>If a student is expelled for making terroristic threats or committing terroristic acts, the Board may require, prior to readmission, that the student provide competent and credible evidence that the student does not pose a risk of harm to others.</p> <p>In the case of students with disabilities, the district will take all steps necessary to comply with the Individuals with Disabilities Education Act and follow Board policy.</p> <p>References:</p> <p>Terroristic Threats – 18 Pa. C.S.A. Sec. 2706</p> <p>Offenses Involving Endangering Others – 18 Pa. C.S.A. Sec. 2301-3201</p> <p>Offenses Against Property – 18 Pa. C.S.A. Sec. 3301-4101</p> <p>Individuals With Disabilities Education Act – 20 U.S.C. Sec. 1400 et seq.</p> <p>State Board of Education Regulations – 22 PA Code Sec. 12.2</p> <p>Board Policy – 233</p>
--	---

YOUGH SCHOOL DISTRICT

SECTION: PUPILS

TITLE: ACADEMIC INTEGRITY

ADOPTED: November 1, 2007

REVISED:

	218.3. ACADEMIC INTEGRITY
1. Authority	The Board is committed to strict standards of academic integrity and to helping students develop intellectually, creatively, and ethically. Honesty in all assignments is essential to the maintenance of such standards. Academic cheating and plagiarism are unacceptable and district students caught cheating or plagiarizing will be disciplined.
2. Definition	<p>Academic cheating and plagiarism are forms of presenting the ideas or statements of another writer without crediting the original source. Such presentation is theft, even when it is unintentional.</p> <p>Academic cheating and plagiarism includes but is not limited to the following intentional acts:</p> <ol style="list-style-type: none"> 1. Stealing, borrowing, buying, copying someone else's work or allowing another to copy the original work of another (i.e., homework, reports, take home exams, tests and research papers). 2. Failure to cite a direct quotation. 3. Failure to cite a paraphrased passage. 4. Failure to provide a complete bibliography. 5. Securing answers in a dishonest manner. 6. Transmitting test questions or answers from one individual to another, or from one class to another. 7. Failure to use footnotes where appropriate.

3. Guidelines	<p>In order to avoid violations of this policy, the following actions shall be instituted:</p> <ol style="list-style-type: none">1. Review with students the definition of academic cheating and plagiarism and the expected ethical behavior.2. Publish a summary of this policy in the student handbooks. <p><u>Standard Of Review</u></p> <p>Clear, objective evidence that a violation has occurred.</p> <p>Methods of handling violations of this policy:</p> <ol style="list-style-type: none">1. Require the student to produce sources in quotations.2. Address the violation by requiring the student to rewrite part or all of the paper.3. Consequences for first violation:<ol style="list-style-type: none">a. Conference with student.b. Notification of parent(s)/guardian(s).c. Grade of zero (0) on the paper, project or assignment. <p>At the discretion of the teacher, with approval of the administration, the student may be permitted to redo the paper/project/assignment.</p> <ol style="list-style-type: none">4. Additional violations:<ol style="list-style-type: none">a. Grade adjustment in course.b. Failure of course.c. Other appropriate consequences determined by administration.
---------------	--

DISCIPLINE CODE LEVEL I

<u>Description of Behavior</u>	<u>Examples</u>	<u>Disciplinary Options/Responses</u>
Level I misconduct involves behavior on the part of the student which impedes orderly classroom procedures or interferes with the orderly operation of the school. These misbehaviors are usually handled by an individual staff member, but sometimes require the intervention of other school support personnel. They should be dealt with swiftly, fairly and unemotionally.	<p>Inappropriate or distracting wearing apparel.</p> <p>Removal of food from cafeteria.</p> <p>Disrespectful language or gesture.</p> <p>Nondefiant failure to complete assignments or carry out directions.</p> <p>Defacing of property.</p> <p>Eating during instruction time.</p> <p>Minor abuse of hall pass.</p> <p>Unauthorized use of automobile.</p> <p>Classroom disturbance.</p> <p>Classroom tardiness.</p> <p>Loud noise, horseplay, scuffling.</p> <p>Unauthorized running.</p> <p>Pushing, shoving, jostling.</p> <p>Lying, cheating.</p> <p>Throwing objects.</p> <p>Minor insubordination.</p> <p>Littering.</p> <p>Violation of any of the above as applied to bus transportation.</p>	<p>Verbal reprimand.</p> <p>Special assignments.</p> <p>Withdrawal of privileges.</p> <p>Teacher/Parent conference.</p> <p>Counseling.</p> <p>Detention.</p> <p>Behavioral contract.</p> <p>Conference with student.</p> <p>Letter to parents.</p> <p>Apology by the student.</p> <p>Special seating.</p> <p>Loss of bus privileges – a warning by the driver and issuance of written documentation to the appropriate administrator outlining the misbehavior.</p> <p>* Students are prohibited from possessing and using laser pointers and attachments during school, on school property and at school-sponsored activities, on and off school property.</p>
<u>Procedure</u>		
Immediate intervention is required by the staff member who is supervising the student or who observes the misbehavior.		
Repeated misbehavior requires a parent-teacher conference or a conference with the administrator and/or counselor.		
A proper and accurate record of the offenses and the disciplinary action is maintained by the staff member.		

NOTE: UNDER DISCIPLINE LEVELS II, III, AND IV, STUDENTS MAY BE CITED TO THE LOCAL MAGISTRATE FOR DISORDERLY CONDUCT.

DISCIPLINE CODE LEVEL II

<u>Description of Behavior</u>	<u>Examples</u>	<u>Disciplinary Options/Responses</u>
Level II misconduct involves behavior of frequency or seriousness which tends to disrupt the learning climate of the school. These infractions which usually result from the continuation of Level I misbehaviors require the intervention of personnel on the administrative level because execution of Level I disciplinary response has failed to correct the situation. Also included in this level are misbehaviors which do not represent a direct threat to the health and safety of others, but require corrective action on the part of administrative personnel.	Unmodified Level I behavior. School tardiness. Class tardiness (5). Class cutting. Truancy. Gambling. Fighting (*). Bus disturbance. Use or possession of tobacco. Use of forged notes or excuses. Disruptive classroom behavior. Inappropriate sexual behavior. Failure to identify oneself when asked. Insubordination. Abusive language. Abuse of hall pass. Failure to report for detention. Obscene language, materials, gestures. Throwing food in the cafeteria. Encouraging a demonstration which disrupts the normal learning process. Intimidation, threats. Defamation of character. Leaving school without permission. Refusal to leave school property when so ordered.	Student/Principal conference. Phone call to parents by principal. Parent/Principal conference. Detention. Suspension. Behavioral contract. Mandatory parent/staff conference. Counseling. Referral to psychiatric evaluation. Referral to outside agency. Schedule change. Modified day. Social probation. Transfer. Loss of bus privileges. Prosecute for trespassing. Citation to magistrate.
<u>Procedure</u>		
The student is referred to the administration for appropriate disciplinary action, using a referral form.		
The administrator meets with the student and/or teacher and decides the most appropriate response.		
The teacher is informed of the administrator's action.		
A proper and accurate record of the offense and the disciplinary action is maintained by the administrator.		
NOTE: Level II examples and disciplinary options/responses may be used individually or in any combination and are not limited to those provided above.		
* The administrator does not have to determine who started the fight but that a fight occurred.		

DISCIPLINE CODE LEVEL III

<u>Description of Behavior</u>	<u>Examples</u>	<u>Disciplinary Options/Responses</u>
Level III misconduct involves acts directed against persons or property, and which may have consequences serious enough to endanger the health or safety of others in the school. These acts might be considered criminal, but most frequently can be handled by the disciplinary mechanism in the school. Corrective measures which the school should undertake, however, depend on the extent of the school's resources for remediating the situation in the best interest of all students. Those acts which are criminal or illegal are automatically referred to the appropriate law enforcement office.	Unmodified Level I or II behavior. Fighting. Minor vandalism. Intimidation, threats. Throwing objects. Leaving school without permission. Obscene language, gestures, materials. Sit-down strike. Indecent exposure. Physical/Verbal abuse of student or staff. Attempting/Breaking into another's locker. Possession/Use of tobacco, alcohol and drugs. Vandalism, abuse, misuse of fire extinguishers. Bus disturbance.	Removal from class. Suspension (1-10 days). Mandatory parent/staff conference. Counseling. Referral to psychiatric evaluation. Criminal charges. Social probation. Loss of bus privileges (indefinite). Notification to State Police or citation to magistrate. Restitution. NOTE: Level III examples and disciplinary options/responses may be used individually or in any combination and are not limited to those provided above.
<u>Procedure</u>		
The administrator initiates disciplinary action by investigating the infraction and conferring with staff on the extent of the consequences. The administrator meets with the student and confers with the parent about the misconduct and the resulting action. A proper and accurate record of offenses and disciplinary actions is maintained by the administrator. Restitution of property and damages is required through the student's own work whenever possible.		

DISCIPLINE CODE LEVEL IV

<u>Description of Behavior</u>	<u>Examples</u>	<u>Disciplinary Options/Responses</u>
Level IV misconduct involves acts which result in violence to another person or property or which may pose a direct threat to the safety of others in school. These acts are clearly criminal and are so serious that they always require administrative actions which result in the immediate removal of the student from school, the intervention of law enforcement authorities and action by the Board of School Directors.	Unmodified Level III behavior. Extortion. Bomb threat. Possession/Use/Transfer of dangerous weapon. Assault/Battery. Major vandalism or theft. Bus disturbance. Theft/Possession/Sale of stolen property.	Expulsion. Alternative education program. Parental hearing. Referral to psychiatric treatment. Criminal charges. All proven offenses in this level will have a mandatory ten (10) day full suspension with an informal hearing. No extracurricular activities for an indefinite period.
<u>Procedure</u>	Incite to riot. Possession/Use of tobacco, alcohol and drugs. Arson. Possession/Sale/Furnishing of unauthorized substances. Deliberately striking a staff member. False alarm. Rape or attempted rape. Possession/Use of firecrackers. Reckless driving on school property. Engaging in any other conduct contrary to the Criminal Code or ordinances of the Commonwealth and/or community on school premises or at a school function.	Loss of bus privileges (indefinite, but ten [10] day minimum). Other Board action. Restitution. NOTE: Level IV examples and disciplinary options/responses may be used individually or in any combination and are not limited to those provided above.
The administrator verifies the offense, confers with staff involved and meets with the student. The student is immediately removed from school. Parents are notified. School officials contact law enforcement agency and assist in prosecuting the offender. A complete and accurate report is submitted to the Superintendent for Board action.		

YOUGH SCHOOL DISTRICT

SECTION: PUPILS

TITLE: STUDENT DISCIPLINE

ADOPTED: November 1, 2007

REVISED:

	218. STUDENT DISCIPLINE
1. Purpose	The Board finds that student conduct is closely related to learning. An effective educational program requires a safe and orderly school environment.
2. Definition Title 22 Sec. 12.16	Corporal punishment - a form of physical discipline intended to cause pain and fear, in which a student is spanked, paddled or hit on any part of the body with a hand or instrument.
3. Authority SC 510 Title 22 Sec. 12.3, 12.4 Pol. 103	The Board shall establish fair, reasonable and nondiscriminatory rules and regulations regarding the conduct of all students in the school district during the time they are under the supervision of the school or at any time while on school property, while present at school-sponsored activities, and while traveling to or from school and school-sponsored activities.
Title 22 Sec. 12.3, 12.4 Pol. 103	The Board shall adopt a Discipline Code to govern student discipline, and students shall not be subject to disciplinary action because of race, gender, color, religion, sexual orientation, national origin or handicap/disability.
Title 22 Sec. 12.2 Pol. 235	Each student must adhere to Board policies and the Discipline Code governing student discipline.
	<p><u>Off-Campus Activities</u></p> <p>This policy shall also apply to student conduct that occurs off school property and would violate the Discipline Code if:</p> <ol style="list-style-type: none"> 1. There is a nexus between the proximity or timing of the conduct in relation to the student's attendance at school or school-sponsored activities. 2. The student is a member of an extracurricular activity and has been notified that particular off-campus conduct could result in exclusion from such activities.
Pol. 122, 123	

	<p>3. Student expression or conduct materially and substantially disrupts the operations of the school, or the administration reasonably anticipates that the expression or conduct is likely to materially and substantially disrupt the operations of the school.</p> <p>4. The conduct has a direct nexus to attendance at school or a school-sponsored activity, such as an agreement made on school property to complete a transaction outside of school that would violate the Discipline Code.</p> <p>5. The conduct involves the theft or vandalism of school property.</p>
4. Guidelines Pol. 233	Any student disciplined by a district employee shall have the right to notice of the infraction.
Pol. 233	Suspensions and expulsions shall be carried out in accordance with Policy 233.
	<u>Corporal Punishment</u>
Title 22 Sec. 12.5	The Board prohibits the use of corporal punishment to discipline students for violations of district policies, rules or regulations.
Title 22 Sec. 12.5	Reasonable force may be used by teachers and school authorities under any of the following circumstances: to quell a disturbance, obtain possession of weapons or other dangerous objects, for the purpose of self-defense, and for the protection of persons or property.
5. Delegation of Responsibility	The Superintendent or designee shall ensure that reasonable and necessary rules and regulations are developed to implement Board policy governing student conduct.
Title 22 Sec. 12.3 Pol. 235	The Superintendent or designee shall publish and distribute to all staff, students and parents/guardians the rules and regulations for student behavior contained in the Discipline Code, the sanctions that may be imposed for violations of those rules, and a listing of students' rights and responsibilities. A copy of the Discipline Code shall be available in each school library and school office.
	The Superintendent shall report to the Board the methods of discipline imposed by administrators and incidences of student misconduct, in the degree of specificity required by the Board.
SC 1317	The building principal shall have the authority to assign discipline to students, subject to the policies, rules and regulations of the district and to the student's due process right to notice, hearing, and appeal.

218. STUDENT DISCIPLINE - Pg. 3

SC 1317	<p>Teaching staff and other district employees responsible for students shall have the authority to take reasonable actions necessary to control the conduct of students in all situations and in all places where students are within the jurisdiction of this Board, and when such conduct interferes with the educational program of the schools or threatens the health and safety of others.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 510, 1317, 1318</p> <p>No Child Left Behind Act of 2001 – 20 U.S.C. Sec. 7114</p> <p>State Board of Education Regulations – 22 PA Code Sec. 12.1 et seq., 403.1</p> <p>Board Policy – 103, 122, 123, 233, 235</p>
---------	--

SECTION: PUPILS

TITLE: CODE OF DISCIPLINE

ADOPTED: June 17, 1985

REVISÉD: July 18, 2005

218. CODE OF DISCIPLINE

1. Purpose

The District is dedicated to the development of each student's potential for learning in a positive environment. Discipline is an essential element in the creation and maintenance of this environment. Our schools must, therefore, be free from disruptions which interfere with the teaching and learning processes. To set the stage for learning, students and parents and school staff must collectively assume responsible roles in promoting behavior which encourages positive learning activities and the development of individual potentials.

A discipline policy should teach respect for the dignity of individuals as well as respect for authority and its standards while recognizing that some behaviors are indicative of age level and should be handled as such. It is the responsibility of the student to assume a role as a responsible member of the school, a role which results in behavior conducive to learning and self-discipline, and a role for which the student will be held accountable as appropriate.

The parents/guardians are responsible for emphasizing the importance of following the Code of Discipline and for working as partners with the District to enforce the Code of Discipline. Parents/Guardians shall be responsible for the conduct of their children/charges.

The influence of parents or legal guardians in the educational process is vital. They are encouraged to take an active part in the disciplinary and educational processes in the schools.

The District promotes and encourages educational, cocurricular and extra-curricular activities which result in the growth of the individual. The attitudes and behaviors of the students play a major role in developing the educationally sound climate in which these goals may be achieved.

Pol. 235

Students, parents and staff are encouraged to become familiar with the entire contents of this document. Nothing contained herein supersedes the "Student Rights and Responsibilities Policy." (Title 22 Chapter 12 PA School Code)

<p>2. Guidelines</p>	<p><u>What Is The Code Of Conduct?</u></p> <p>The Code is an official declaration of the District Board which:</p> <ol style="list-style-type: none"> 1. Describes a positive school environment. 2. Defines the attendance policy for the District. 3. Defines and gives examples of conduct that disrupts a positive learning environment, and which describes procedures for disciplinary action. <p>* Differences in age and maturity should be recognized in determining the type of disciplinary action to be taken. Students have a greater responsibility for their actions as they increase in age (recognizing that certain exceptionalities may influence behavior and must be considered).</p> <p>Specific building procedures may differ somewhat according to the particular building need, but will remain within the general framework of the policy.</p> <p><u>When Is The Code In Force?</u></p> <p>The Code is in force:</p> <ol style="list-style-type: none"> 1. On school property prior to, during and following regular school hours. 2. While students are on the bus for any purpose. 3. At all school-sponsored events and other activities where school personnel have jurisdiction over students. 4. Traveling to and from school or school activities. <p><u>How Is The Code Administered?</u></p> <p>The Code is administered by the teachers for Level I offenses. It is administered by the school administrator as follows:</p> <ol style="list-style-type: none"> 1. When students have been referred by teachers or other school personnel to the school administrator because of misbehavior. 2. Upon full description of the unacceptable actions provided by the person making a referral.
----------------------	--

3. When students have been referred to the school administrator because of misbehavior, the school administrator will determine what actions were taken by the teacher or person making a referral at Level I. The school administrator will then determine which alternative might be used in an effort to correct the student behavior.

Identifying the specific Code violations and corresponding disciplinary action is solely the responsibility of the school administrator or a designee.

What Is A Good School Environment?

A good school environment is best described as:

1. Being positive, not negative, while teaching self-discipline.
2. Providing full educational opportunities within the framework of the program.
3. Making improvement in behavior the primary goal in discipline.

It is also the presence of a friendly, yet business-like atmosphere in which students and school personnel work cooperatively toward recognized and acceptable goals.

Who Establishes A Good School Environment?

The Code recognizes the need for a cooperative relationship among students, parents and school personnel. This relationship is most productive when the following conditions are met.

Students

1. Attend all classes daily and on time.
2. Follow prescribed attendance procedures.
3. Are prepared for class assignments and activities.
4. Come to class with appropriate working materials.
5. Are responsible for their own work.
6. Respect all persons and property.
7. Refrain from abusive language or inflammatory actions.

8. Conduct themselves in a safe and responsible manner.
9. Are healthy, clean and neat.
10. Abide by the rules and regulations set forth by the school and the classroom teacher.

Parents

1. Ensure that their child is in daily attendance and promptly report and explain absence or tardiness.
2. Keep in contact with the school concerning their child's progress and conduct.
3. Discuss report cards and work assignments with their child.
4. Follow prescribed procedures for early dismissals.
5. Assist their child in being healthy, neat and clean.
6. Refrain from abusive language or inflammatory actions.
7. Bring to the attention of school authorities any problem or condition which affects their child or other children of the school community.
8. Maintain up-to-date home, work and emergency telephone numbers at the school.

School Personnel

1. Develop a good working relationship among staff, students and parents.
2. Encourage the school staff, parents and students to use the services of community agencies.
3. Utilize good guidance procedures.
4. Encourage parents to keep in regular communication with the school.
5. Encourage and maintain the involvement of students in the operation of the school, e.g. Student Government.

Student Assistance Program

The student assistance program (SAP) is a team comprised of teachers, administrators, nurses and counselors for the purpose of providing to students a first line of intervention for behavioral changes.

The SAP and YES team seeks possible solutions through dialogue with parents, students and school personnel.

Rules, Regulations, Procedures for Bus Students

The District transports large numbers of students each day. This is a responsibility for all, but especially for the bus drivers. District bus drivers must devote all of their energies and skills to driving; they must give their undivided attention to the traffic.

To protect the safety of the students riding school buses, the Board seeks your cooperation. It is of the utmost importance that the student assumes the responsibility for observing the regulations regarding school bus transportation. It is considered a privilege to ride school buses. Violations of the rules and regulations shall be addressed in the levels of discipline in this policy.

1. Your bus driver has a schedule to keep; if you are not at the bus stop, he/she can't wait for you.
2. Whenever possible, stand on the berm or at the bus waiting station when waiting for the bus.
3. Wait in an orderly manner and avoid "horseplay" at the bus stop.
4. Enter and leave the bus with a minimum of disturbance to others.
5. Remain seated until the bus stops before departing.
6. Permission to open bus windows must first be obtained from the driver.
7. Keep all objects as well as your head and arms inside the bus at all times.
8. Fighting will not be tolerated.
9. Profane language or spitting will not be tolerated.
10. Eating on the bus is not permitted and misuse of gum is not permitted.

<p>Pol. 218.1 SC 1317.2</p>	<ol style="list-style-type: none"> 11. Smoking or use of tobacco products, alcohol or drugs on the bus is not permitted. 12. Throwing objects will not be tolerated. 13. Students must sit in assigned seats as they appear on the seating charts. 14. Students must ride buses assigned to them. Students will not be permitted on a bus to which they have not been assigned unless approved by the principal and requested by the parents. 15. Students will be picked up or dismissed only at assigned bus stops. 16. Students are not permitted at any time in the driver's seat or to handle mirrors or any operational parts of the bus. 17. Vandalism will not be tolerated; students will pay for damages and will lose bus privileges. 18. Avoid excessively loud talking and shouting. Keep conversation to your immediate seating area. 19. Avoid unnecessary noises. 20. Avoid boisterous conduct, whistling or calling to people from the bus. 21. Avoid littering on or outside the bus. 22. Radios and tape recorders, miscellaneous items are prohibited unless head phones are used. 23. Weapons - See Policy 218.1 Prohibition of Weapons and Section 1317.2 of the Public School Code. <p>Each school bus providing transportation needs a team of people working together using the same rules. The most important member of the team is the student. To do your job, you need self-discipline, independence and training. If a violation warrants, a loss of riding privileges could begin at any infraction level of the Code.</p> <p><u>Detention</u></p> <p>Detention shall be held before or after school, at recess or at lunchtime on a certain day or days of the week as established by the building principal. Detention is a place of strict discipline study. It can be assigned either by administrators or by a member</p>
---------------------------------	--

of the professional staff. Students should fully realize that any teacher has the authority to correct any misconduct at any time. Therefore, it is conceivable that a teacher might assign detention to a student who is not in his/her classes. If a teacher assigns detention, it is his/her responsibility to make sure that the student reports on the proper day or days. The student will be notified of the detention at least one (1) school day prior to the detention. It is the student's responsibility to notify the parent(s) at the senior high level.

Students assigned to detention are to report to the room designated at the time given and for the number of days assigned. The first day of detention will be assigned within a few days following the offense and is to be served when assigned by the administration or designee. Each student is to have sufficient materials to study while in detention and is to cooperate with the supervising teacher.

* Student detentions which are to be completed in the scheduled detention periods may only be assigned by an administrator or a designee. Teachers may, however, assign their own detention by remaining after school to supervise that detention.

** It will be the parent's responsibility to provide transportation following an after-school detention.

In-School Suspension

In-school suspension shall be handled by the building principal or vice-principal and manned by teachers. An isolated area will be provided for these students who, while serving in-school suspension, will not be allowed to attend regular classes or to participate in extra-curricular activities. Teachers will be given at least one (1) day's advance notice of all in-school suspensions of students in their classes. The teacher shall provide the student with work for which each student is responsible during the day(s) spent in in-school suspension. Students will receive credit for all work done in the suspension room. The length of the in-school suspension is dependent upon the misbehavior. Parents or guardians will be notified when a disciplinary in-school suspension is assigned to their child. In-school suspension is preferred to suspending out-of-school.

Out-Of-School Suspension

Suspension under Levels II, III and IV shall mean exclusion from school for an offense for a period of one (1) to ten (10) days by the administrator in charge, after an informal hearing before said administrator, during which the student shall be informed of the reasons for the suspension and shall be given an opportunity to respond before the suspension becomes effective. Parents shall be informed in writing of the reasons for the suspension and its length. A parental conference may

be required before the student is re-admitted into school. It is required that when a suspension exceeds five (5) days, a parental conference be offered by the end of the fifth day. The purpose of this hearing will be to enable the student to present his/her side of the case and to encourage the parents to meet with the administrator to discuss ways by which future offenses can be avoided. At the informal hearing, the following due process requirements are to be observed:

1. Notification in writing of reason(s) for the suspension given to the parents or guardians and to the student.
2. Sufficient notice of the time and place of the hearing.
3. The right to question witnesses.
4. The student's right to speak and produce witnesses on his/her behalf.

Students shall be responsible for all exams and work missed during a disciplinary suspension. This work is to be completed within the same number of school days after returning to school as the length of the suspension up to ten (10) days.
Example: Three (3) days suspension = three (3) days to complete work and exams.

Expulsion

Expulsion shall mean exclusion from school for an offense for a period exceeding ten (10) school days and may be permanent expulsion from the school rolls. In cases involving a possible expulsion, the student is entitled to a formal hearing which is a fundamental element of due process. A formal hearing may be held before the entire Board or a duly authorized committee of the Board. The hearing committee's decision is advisory to the Board and is required prior to the expulsion of any student. At the formal hearing, the following due process requirements are to be observed:

1. Notification of charges in writing to the parents or guardians and the student.
2. Sufficient notice of time and place of the hearing.
3. The right to an impartial tribunal.
4. The right to counsel.
5. The right to be presented with the names of witnesses and copies of their statements.

	<p>6. The right to cross-examination of witnesses.</p> <p>7. The student's right to testify and produce his/her own witnesses.</p> <p>8. A record must be kept of the hearing by a stenographer or tape recorder; the student is entitled, at his/her expense, to a copy of the transcript.</p> <p>9. The proceeding must be held with all reasonable speed.</p> <p>10. If requested by the student or parents, the hearing shall be private.</p> <p>11. Where the student is dissatisfied with the results of the hearing, appeal can be made to the appropriate state court. If it is alleged that a constitutional issue is involved, the student may file a claim for relief in the appropriate federal District court.</p> <p><u>Dress and Grooming</u></p> <p>Student dress and grooming are the responsibility of the student and parents or guardians. However, school authorities may restrict dress in cases where there is a definite safety hazard, a hindrance to the educational process, or in cases where clothing or other apparel is provocative or includes profane, obscene or lewd printing, pictures or caricatures pertaining to drugs or alcohol, cults, gangs, or other discriminatory groups (i.e. KKK, swastika, confederate flag, Black Panther, etc.).</p> <p>Students in physical education classes are required to wear the type of clothing required by the physical education staff.</p> <p>Students in extra-curricular activities may be required to wear clothing detailed by the advisor of that activity.</p> <p>Special situations may call for special apparel; i.e., a head covering for home economics, an apron for a laboratory class, or a hair restraint where safety is involved as in industrial arts.</p> <p><u>Electronic Devices</u></p>
Pol. 221	
Pol. 237	<p>Students are prohibited from possessing and using laser pointers and attachments during school, on school property and at school-sponsored activities, on and off school property.</p>
Pol. 237	<p>Cell phones must be placed in lockers at the beginning of the school day and remain there until dismissal.</p>

<p>3. Definitions</p>	<p>Behavioral Contract - A behavioral contract is a written agreement among a student, parent and an administrator which specifically states the conditions that must be met. Failure to meet these conditions results in further specific disciplinary action.</p> <p>Conference - A conference is a meeting involving any combination of student/parent/teacher/administrator/counselor/agency official/other as deemed necessary.</p> <p>Corporal Punishment - Corporal punishment is the act of spanking or paddling a student. A parent may request in writing that corporal punishment not be administered to a child. Said written notice is good only for the school year in which submitted.</p> <p>Counseling - Counseling is contact between the student and the appropriate guidance counselor.</p> <p>Demerit - Demerit is a unit of one half-hour of detention.</p> <p>Detention - Detention is an established time when a student is detained in a supervised area.</p> <p>Expulsion - Expulsion is the exclusion of a student from school on a permanent basis or for a definite period of time greater than ten (10) school days. Expulsion denies the student attendance in any and all programs of the District during the time of expulsion, as well as extra-curricular activities. Students are not to attend any school-sponsored event, activity or as a spectator, and are not permitted on school property.</p> <p>Modified Day - A modified day is a day during which there are any major changes in a student's daily schedule as per agreement between the student, parents or guardians and the administration.</p> <p>Parent Conference - A parent conference is a meeting with the parent(s) at the school.</p> <p>Parent Notification - Parent notification is contact with parent by letter, meeting or phone, followed by a letter or memo to the parent.</p> <p>Referral to Police Agencies - Referral to police agencies is the reporting of all alleged illegal acts to a law enforcement agency.</p> <p>Referral to Social Service Agencies - Referral to social service is a recommendation that the student seek help from a public or private agency.</p>
-----------------------	---

