

# Maury County Board of Education

Monitoring: <b>Review: Annually, in March</b>	Descriptor Term: <b>Student Code of Conduct</b>	Descriptor Code: <b>6.300</b>	Issued Date: <b>06/06/23</b>
		Rescinds: <b>6.300</b>	Issued: <b>07/05/22</b>

1 The Board delegates to the Superintendent of Schools the responsibility of developing specific codes of  
2 conduct which are appropriate for each level of school.<sup>1</sup> Codes of conduct for students in pre-  
3 kindergarten or kindergarten shall utilize alternative disciplinary practices such as restorative practices,  
4 RTI<sup>2</sup>B, multi-teared system of supports, and behavior intervention plans. Exclusionary discipline shall  
5 only be used as a measure of last resort.<sup>2</sup> The development of each code shall involve principals and staff  
6 members of each level and shall be based on evidence-based behavior support and interventions.<sup>3</sup>

7 The following levels of misbehavior and disciplinary procedures and options are standards designed to  
8 protect all members of the educational community in the exercise of their rights and duties and to  
9 maintain a safe learning environment where orderly learning is possible and encouraged.<sup>4</sup> These  
10 misbehaviors apply to student conduct on school buses, on school property, and while students are on  
11 school-sponsored outings. Staff members have the authority to enforce the code of conduct<sup>3</sup> and shall  
12 ensure that disciplinary measures are implemented in a manner that:<sup>5</sup>

- 13 1. Balances accountability with an understanding of traumatic behavior;
- 14
- 15 2. Teaches school and classroom rules while reinforcing that violent or abusive behavior is not  
16 allowed at school;
- 17
- 18 3. Minimizes disruptions to education with an emphasis on positive behavioral supports and  
19 behavioral intervention plans;
- 20
- 21 4. Creates consistent rules and consequences; and
- 22
- 23 5. Models respectful, non-violent relationships.

24 In order to ensure that these goals are accomplished, the school district shall utilize the following  
25 trauma-informed discipline practices: restorative practices, RTI<sup>2</sup>B, multi-tiered system of supports, and  
26 behavior intervention plans.

## 27 MISBEHAVIORS: LEVEL I

28 This level includes minor misbehavior on the part of the student which impedes orderly classroom  
29 guidelines or interferes with the orderly operation of the school and or classroom instruction, but which  
30 can usually be handled by an individual staff member.

31 *Examples (not an exclusive listing)*

- 32 • Classroom disturbances

- 1 • Classroom tardiness
- 2 • Cheating
- 3 • False reporting
- 4 • MCPS property misuse
- 5 • Skipping class
- 6 • Unauthorized electronic device usage
- 7 • Inappropriate language
- 8 • Failure to do assignments or carry out directions
- 9 • Dress code violation to include clothing that exposes underwear or body parts in an
- 10 indecent manner that disrupts the learning environment<sup>6</sup>
- 11 • Rude/disrespectful to adults/students
- 12 • Not following the school's RTI-B expectations/procedures

### 13 *Disciplinary Procedures*

- 14 • The staff member intervenes immediately.
- 15 • The staff member determines what offense was committed and its severity.
- 16 • The staff member determines who committed the offense and if he/she understands the
- 17 nature of the offense.
- 18 • The staff member notifies the parent/guardian.
- 19 • The staff member employs appropriate disciplinary options.
- 20 • The record of the offense and disciplinary action shall be maintained by the staff
- 21 member.

### 22 *Disciplinary Options (not an exclusive listing)* (Appropriate adjustments may be made based on

23 grade level)

- 24 • Parent must be contacted on any documented offense
- 25 • Verbal reprimand
- 26 • Alternative assignment
- 27 • Restricting activities
- 28 • Counseling
- 29 • Withdrawal of privileges
- 30 • Strict supervised study
- 31 • Detention/In-school alternative setting
- 32 • Reteaching of expectations
- 33 • Restorative practices
- 34 • Behavior contract
- 35 • Mediation
- 36 • Mentoring

### 37 **MISBEHAVIORS: LEVEL II**

38 This level includes misbehavior whose frequency or seriousness tends to disrupt the learning climate of  
39 the school and or classroom instruction. These misbehaviors do not represent a direct threat to the

1 health and safety of others but have educational consequences serious enough to require corrective  
2 action on the part of administrative personnel.

3 *Examples (not an exclusive listing)*

- 4 • Continuation of unmodified Level I misbehaviors
- 5 • School or class tardiness
- 6 • School or class truancy
- 7 • Using forged notes or excuses
- 8 • Disruptive classroom, bus, or school-sponsored activity behavior
- 9 • Usage of a personal communication device when not authorized, if not drug related
- 10 • Bullying or harassment by any means (to include sexual, racial, ethnic, religious)
- 11 • Horseplay/Physical Contact
- 12 • Possession of a toy weapon on school property. (Excludes toy weapons brought for  
13 school sponsored or approved purposes)

14 *Disciplinary Procedures*

- 15 • Parent must be contacted on any documented offense.
- 16 • The student is referred to the principal for appropriate disciplinary action.
- 17 • The principal initiates an investigation if needed which could include collecting written  
18 witness statements.
- 19 • The principal meets with the student and the staff member.
- 20 • The principal hears the accusation made by the staff member and allows the student the  
21 opportunity to explain his/her conduct.
- 22 • The principal takes appropriate disciplinary action and notifies the staff member of the  
23 action.
- 24 • The principal or designee contacts parent/guardian.
- 25 • The record of offense and disciplinary action shall be maintained by the principal.

26 *Disciplinary Options (not an exclusive listing)* (Appropriate adjustments may be made based on  
27 grade level)

- 28 • Parent must be contacted on any documented offense
- 29 • Teacher/schedule change
- 30 • Mediation
- 31 • Peer counseling
- 32 • Referral to outside agency
- 33 • Detention
- 34 • Suspension from school-sponsored activities or from riding school bus
- 35 • In-school alternative setting
- 36 • Out-of-school suspension (not more than 3 days)
- 37 • Referral to Tier II or III RTI<sup>2</sup>-B
- 38 • Creation & Implementation of BIP
- 39 • Reteaching of expectations

- 1 • Referral to Tier 2 behavioral supports
- 2 • Review and revision of a behavior plan
- 3 • Behavior contract
- 4 • Mentoring
- Community Service
- Personal Communication Device Ban
- No Contact Order

### 5 **MISBEHAVIORS: LEVEL III**

6 This level includes acts directly against persons or property and whose consequences may or may not  
7 seriously endanger the health or safety of others in the school.

8 *Examples (not an exclusive listing)*

- 9 • Continuation of unmodified Level I and II misbehaviors
- 10 • Fighting
- 11 • Vandalism (minor)
- 12 • Stealing
- 13 • Throwing items from a bus
- 14 • Threats to others (including staff) – to include vulgar or obscene language
- 15 • Inappropriate physical contact with students or staff
- 16 • Elopement from classroom/school building
- 17 • Possession of fireworks not deemed an explosive by law enforcement

18 *Disciplinary Procedures*

- 19 • The student is referred to the principal for appropriate disciplinary action.
- 20 • The principal meets with the student and the staff member.
- 21 • The principal hears the accusation and allows the student the opportunity to explain  
22 his/her conduct.
- 23 • The principal takes appropriate disciplinary action.
- 24 • The principal or designee contacts the parent/guardian
- 25 • The principal may refer the incident to the Director of Schools or Designee and make  
26 recommendations for consequences.
- 27 • If the student's program is to be changed, adequate notice shall be given to the student  
28 and his/her parent(s)/guardian(s) of the charges against him, his/her right to appear at a  
29 hearing, and his/her right to be represented by a person of his/her choosing.
- 30 • Any change in school assignment is appealable to the Hearing Authority (DHA).
- 31 • The record of offense and disciplinary action shall be maintained by the principal.

32 *Disciplinary Options (not an exclusive listing)* (Appropriate adjustments may be made based on  
33 grade level)

- 34 • In-school alternative setting
- 35 • Detention

- 1 • Restitution from loss, damage, or stolen property
- 2 • Out-of-school suspension (not more than 5 days)
- 3 • Bus suspension up to 180 school days
- 4 • Referral to Tier 2 or 3 behavioral supports
- 5 • Review and revision of a behavior plan
- 6 • Behavior contract
- 7 • Mentoring
- 8 • Community Service
- 9 • Development of a safety plan
- 10 • No Contact Order
- 11 • Law enforcement officials are contacted if warranted
- 12 • Possible change of placement to the alternative learning program

### 13 **MISBEHAVIORS: LEVEL IV**

14 This level of misbehavior includes acts which result in violence to another's person or property, or  
 15 which pose a threat to the safety of others in the school. These acts are so serious that they usually  
 16 require administrative actions which result in the immediate removal of the student from the school,  
 17 the intervention of law enforcement authorities, and/or action by the Board.

18 If a student's action poses a threat to the safety of others in the school, a teacher, principal, school  
 19 employee, or school bus driver may use reasonable force when necessary to prevent bodily harm or  
 20 death to another person.<sup>7</sup>

21 *Examples (not an exclusive listing)* (Appropriate adjustments may be made based on grade  
 22 level)

- 23 • Continuation of unmodified Level I, II, and III behaviors
- 24 • Death or Bomb threats
- 25 • Extortion
- 26 • Assault on Student
- 27 • Use and or possession of a dangerous instrument
- 28 • Use, possession, sale, distribution, and/or being under the influence of tobacco/nicotine  
 29 or alcohol
- 30 • Use, possession, sale, or distribution of drug paraphernalia (to include any vaping  
 31 apparatus)
- 32 • Vandalism (Willful or malicious damage to real or personal property of the school, or  
 33 the property of any person attending or assigned to the school.
- 34 • Possession and/or use of explosives
- 35 • Theft/possession/sale of stolen property
- 36 • Arson
- 37 • Sexual misconduct
- 38 • Marketing/Possession/distribution/sale/transfer of any substance which is represented to  
 39 be or is substantially similar in color, shape, size or markings to a controlled substance
- 40 • Use/transfer of unauthorized substances

- 1 • Victimization of any student or employee (harassment (sexual, racial, ethnic, religious),
- 2 bullying, cyber-bullying, and/or hazing)
- 3 • Off-campus criminal behavior that results in the student being legally charged and/or
- 4 convicted with a felony or with what would have been a felony if the student were an
- 5 adult, and the student's continued presence in school poses a danger to persons or
- 6 property or disrupts the educational process.<sup>6</sup>

#### 7 *Disciplinary Procedures*

- 8 • The principal confers with appropriate staff members and with the student.
- 9 • The principal hears the accusations and allows the student the opportunity to explain
- 10 his/her conduct.
- 11 • The parent(s)/guardian(s) are notified.
- 12 • Law enforcement officials are contacted.
- 13 • The incident is reported, and recommendations are made to the Director of Schools.
- 14 • If the student's placement is to be changed, adequate notice of the charges shall be
- 15 given to the student and his/her parent(s)/guardian(s) and his/her right to appear at a
- 16 hearing.

#### 17 *Disciplinary Options (not an exclusive listing)*

- 18 • Attend Substance Abuse Intervention Program (SAIP)
- 19 • Long-term out-of-school suspension (not more than 10 days)
- 20 • Expulsion up to 45 school days with approval from the superintendent or designee
- 21 • Alternative Learning Program up to 45 school days

### 22 **MISBEHAVIORS: LEVEL V (ZERO TOLERANCE OFFENSES)**

23 The below offenses have been deemed zero tolerance offenses under state law and by Board Policy.  
 24 Committing any of these offenses shall result in a student being expelled from the regular school  
 25 program for at least one (1) calendar year, unless modified by the Superintendent. Modification of the  
 26 length of time shall be granted on a case-by-case basis. Upon modification, the Superintendent shall  
 27 notify the Board. Students that commit zero tolerance offenses may be assigned to an alternative  
 28 school or program at the discretion of the Superintendent. see Board Policy 6.309.

- 29 • Bringing to school or being in unauthorized possession of a firearm on school property.
- 30 • Unlawful possession of any drug, including any controlled substance, controlled
- 31 substance analogue, or legend drug on school grounds or at a school-sponsored event.
- 32 • Aggravated assault; or
- 33 • Assault that results in bodily injury upon any teacher, principal, administrator, any other
- 34 employee of the school, or school resource officer.
- 35 • Threatens mass violence on school property or at a school-related activity.

#### 36 *Disciplinary Procedures*

- 37 • The principal confers with appropriate staff members and with the student.

- 1           • The principal hears the accusations and allows the student the opportunity to explain
- 2           his/her conduct.
- 3           • The parent(s)/guardian(s) are notified by the principal.
- 4           • Law enforcement officials are contacted.
- 5           • The incident is reported, and recommendations are made to the Superintendent of
- 6           Schools.
- 7           • If the student’s placement is to be changed, adequate notice of the charges shall be
- 8           given to the student and his/her parent(s)/guardian(s) and his/her right to appear at a
- 9           hearing.

10           *Disciplinary Options*

- 11           • For zero tolerance offenses, expulsion for no less than one (1) year. Student may make
- 12           application for modification to the Superintendent of Schools.

13           **ADDITIONAL GUIDELINES:**

- 14           1. For on campus offenses, a student shall not be suspended/remanded solely because charges
- 15           are pending against him/her in juvenile or other court, unless the charge is one identified in
- 16           Policy 6.309 as a zero-tolerance offense.
- 17           2. A principal shall not impose successive short-term suspensions that cumulatively exceed ten
- 18           (10) days for the same offense.
- 19           3. A teacher or other school official shall not reduce or authorize the reduction of a student’s
- 20           grade because of discipline problems except in deportment or citizenship.
- 21           4. A student shall not be denied the passing of a course or grade promotion solely on the basis
- 22           of absences except as provided by Board Policy.
- 23           5. A student shall not be denied the passing of a course or grade promotion solely on the basis
- 24           of failure to:
  - 25           a. Pay any activity fee;
  - 26           b. Pay a library or other school fine; or
  - 27           c. Make restitution for lost or damaged school property

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Legal References

1. TCA 49-6-4005
2. TCA 49-6-3024
3. TCA 49-6-2801

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Cross References

- Traffic and Parking Controls 3.403  
Procedural Due Process 6.302

- 4. TCA 49-6-4002
  - 5. TCA 49-6-4109
  - 6. TCA 49-6-4009
  - 7. TCA 49-6-4008
  - 8. TCA 49-6-3401
- Student Discrimination, Harassment, Bullying,  
Cyber-bullying, and Intimidation 6.304  
Title IX & Sexual Harassment 6.3041  
Interference/Disruption of School Activities 6.306  
Bus Safety and Conduct 6.308  
Zero Tolerance Offenses 6.309  
Dress Code 6.310  
Corporal Punishment 6.314  
Detention 6.315  
Suspension 6.316  
Safe Relocation of Students 6.4081