

STUDENT DISCIPLINE

The Board of Education believes that each student can reasonably be expected to be responsible for his/her own behavior. The school administration shall develop and disseminate rules of conduct, focusing on personal safety and respect for the rights and property of others, to be consistently applied in the classrooms and throughout the school. Students who fail to meet this expected degree of responsibility and violate school rules may be subject to appropriate disciplinary action and more regulated supervision.

Discipline is a vital part of the school program and is most effective when it deals directly with a problem at the time and place it occurs.

Disciplinary action, when necessary, will be firm, fair, and consistent in order to be most effective in changing behavior. Therefore, before seeking outside assistance, teachers will first use their best efforts to create a change of behavior in the classroom. It is the responsibility of every staff member to work with a concerted effort to develop, maintain and improve the program of discipline within the school. Staff members supervising students have the initial responsibility for maintaining discipline. In the event that a staff member is unable to correct an immediate situation and/or the problem continues, the matter shall be referred to the Building Principal. The Principal shall then be responsible for resolving the problem.

Early Identification and Resolution of Student Discipline Problems

If a student's conduct in the classroom becomes objectionable and detracts from the learning situation, a teacher shall discuss the matter thoroughly and firmly in private with the student.

If objectionable conduct continues and a teacher is convinced that further discussion shall not be effective, the teacher shall contact the parent(s)/guardian(s) to arrange a conference with them.

Pupil service personnel, administrators, teachers, and others will report students to the Building Principal when they believe such students present a discipline problem. The Principal will conduct an investigation of the reports, which may include conferences with the complainant, student, parents, teachers, other pupil service personnel or others, as he/she deems appropriate for the early identification and resolution of the suspected problem. If the Principal suspects that the problem may be a manifestation of a disability, he/she will refer the matter to the Committee on Special Education in the manner prescribed by §200.4 of the Commissioner's Regulations and by district policy.

The Superintendent will develop forms necessary for the implementation of this policy.

Discipline Policy for Students with Disabilities

Students with disabilities should not be disciplined if their inability to conform to the school's code of conduct is due to their disability. If there is a question as to whether a student's behavior is related to that condition, the case should be referred by the Building Principal to the Committee on Special Education (CSE). The CSE will decide if counseling or disciplinary action will be taken and/or if a change of placement is appropriate.

If the behavior of such student might endanger the health and safety of himself/herself or others, the district will follow the procedures outlined in 5313.3-R, Student Suspension Regulation.

Inservice Programs for Staff

The district will provide the following types of materials and activities to assist staff with their concerns for disciplinary problems:

1. related literature in the professional library;
2. workshops on conference days;
3. inservice classes to train staff in present trends and research; and
4. consultants to those members of the staff needing specific techniques in maintaining control in the learning environment.

Cross-ref: 4328, Alternative School Programs
 5311, Student Rights and Responsibilities
 5311.3, Student Complaints and Grievances
 5312.1, Drug and Alcohol Abuse
 5313, Penalties
 9280, Professional Staff Development

Ref: Education Law §§2801; 3214
 8 NYCRR §100.2(l)1, 2

Adoption date: June 21, 1993

STUDENT DISCIPLINE REGULATION

Whenever a student violates school rules, an infraction slip will be left in the office. At the end of each day, the information shall be typed into a computer, becoming part of the student's discipline record. The student records will indicate the date, type of infraction and the teacher or staff member who sent the slip and the class of the infraction. NOTE: An infraction slip may not be sent to the office without first informing the student about the infraction.

When a student commits a Class I offense or the equivalent in Class II and III offenses, they will be sent to the ISS Room for one (1) full day (or, in the alternative, after-school detention (ASD)). A student is not to take part in any school activities during that day, or to take part in any after-school activities that same day.

After a student attends ISS or ASD for one (1) day, the offense will be reduced from a Class I or a Class II offense. If the student abides by the rules of the ISS Room or ASD and completes all assigned classwork, the offense will be further reduced to a Class III offense.

Optional

After a student has been sent to ISS or ASD three (3) times, each Class I offense, or the equivalent appropriate action will be taken to modify the student's behavior. Such action may include:

1. a conference with parents;
2. out-of-school suspension;
3. counseling; and/or
4. home teaching.

Students who have violated the school discipline code may have the severity of their offenses reduced by performing school service work or through appropriate behavior. A school service slip shall be awarded for any type of approved service to the school, students or staff. However, not more than one service slip shall be given to a student by a teacher in a five-week period. Each service slip will nullify one (1) Class III offense. Additionally, students' discipline records will be reviewed every ten weeks. All students with no new entries in their records will have one (1) Class III offense nullified.

To reward those students who regularly abide by the school rules, those students with one (1) Class II offense or less will be permitted to attend special activities such as assembly programs, concerts, pep rallies, trips, etc. The Student Council is encouraged to take part in providing programs and rewards of this nature for the student body.

Review of Discipline Code

Changes in the Discipline Code are inevitable. New procedures may be added, or others modified or eliminated. To address these changes and maintain the integrity of the Discipline Code, the High School Discipline Committee, composed of students, faculty and administration appointed by the Building Principal, will accept recommendations from students, faculty, and administrators who will meet regularly to discuss the Discipline Code. This committee will also review the record of student infractions every ten weeks, looking for an excessive number of infractions by individuals and changes in behavior which result in a sudden increase in infractions by an individual. To maintain confidentiality, the review of the records will be done using student identification numbers rather than their names. The committee will then notify the Principal of their findings. They may also make recommendations to the Principal regarding those findings. The Principal will then decide what action, if any, should be taken in each case.

Cross-ref: 5312-R, Prohibited Conduct Regulation

Adoption date: June 21, 1993