Guilford County Board of Education

Descriptor Term:		Descriptor Code:
STUDENT DISCIPLINE		JD
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The school district is committed to maintaining effective discipline in order to establish positive learning environments that ensure that every student has the maximum opportunity to receive appropriate education. The district recognizes that establishing order and maintaining discipline in the school setting can be achieved only through the cooperative efforts of school personnel, students, and parents/guardians.

State law addresses the responsibilities of teachers and principals as follows:

"It shall be the duty of all teachers, including student teachers, substitute teachers, voluntary teachers, and teacher assistants when given authority over some part of the school program by the principal or supervising teacher, to maintain good order and discipline in their respective schools."
(G.S. 115C-307)

"The principal shall have the authority to exercise discipline over the pupils of the school pursuant to policies adopted by the local Board of Education as prescribed by G.S. 115C-391." (G.S. 115C-288)

Discipline: A Cooperative Effort

In addition to meeting the requirements of the law, the district expects all school personnel to promote effective instruction and discipline through fair and non-discriminatory treatment of all students, to display an attitude of respect for all students, to initiate cooperative working relationships with all students and parents/guardians, and to seek parental/guardian input in planning and implementing discipline plans. It is the responsibility of all school personnel to consistently and impartially enforce the rules and regulations of the school and classroom while protecting the constitutional due process rights of the students.

Students are encouraged and expected to conduct themselves in a manner which is conducive to effective learning and which respects the personal, civil, and property rights of all members of the school community. Students are expected to know and to follow the rules and regulations of the school and each classroom teacher. If a student has a complaint or concern, he/she is encouraged to discuss the problem with school personnel and parents/guardians and to seek changes in an orderly, responsible manner.

Parents/guardians are encouraged to maintain regular communication with school personnel concerning their child's academic progress and conduct, to attend conferences scheduled at a time mutually convenient for all concerned, and to bring to the attention of school personnel any concern or problem which affects the education of their child. Parents/guardians are also expected to know and to encourage their child to follow the rules and regulations of the school and each classroom teacher.

To assist in the effort to promote cooperation between students, parents, and school personnel, the administration has established system-wide standards for the proper conduct and behavior of students in the Guilford County Schools. The Code also sets out procedures for enforcing the Code and rights and responsibilities of students and parents in the event a disciplinary issue arises. This Code will be published annually in the Student Handbook. From time to time the practices and procedures change during the year. The Handbook is a guide; updates to the Handbook and code should be available at school site and the administrative offices, in addition to our policy website.

Guilford County Schools has broad jurisdiction over students enrolled in the system. Therefore, the Code shall apply to all facets of student behavior in the system before, during and after-school hours while a student is at school in any school building and on any school premises. It shall apply when students attend school-sponsored activities and while students are on or about any school-owned or operated vehicle and school-system contracted vehicles; while students are at designated bus stops; while students are off school property at any school-sponsored or school approved activities or functions including, but not limited to, dances, field trips, and athletic events ; during any period of time when students are subject to the authority of school personnel; and at any time when the student's behavior has a direct and immediate effect on maintaining order and discipline and protecting safety and welfare of students and staff.

The Code is not intended to restrict, in any way, the authority of principals or teachers to make rules, not inconsistent with the Code, as they are authorized by law to make for the operation of their respective schools and classrooms. The classroom teacher has the first level of responsibility in matters of student discipline and most matters should be handled by the teacher at that level. Prevention is always preferred over intervention.

Any student who refuses to comply with reasonable rules, regulations or directives imposed by any principal, teacher, or authorized school employee shall be held in violation of the Code. It shall be the responsibility of the principal, or designee, to investigate fully the cases of students appropriately referred to his or her office for misbehavior and to determine what, if any, disciplinary action is warranted.

The Code uses a system of consequences and "ranges of consequences." In the event that a principal finds mitigating or aggravating circumstances justify a different punishment, he or she shall so specify the circumstances in his/her Memorandum of Disciplinary Action (See Appendix A). Repeated violations of the Code of Conduct shall be considered an aggravating factor supporting consequences beyond the recommended measure. With the aforementioned circumstances, the principal is granted the authority to exercise his/her good judgment to apply a greater or lesser consequence than that specified herein.

Preventive Measures

When it is recognized that a student is behaving in a manner which indicates potential disciplinary problems, school personnel shall make reasonable efforts to initiate preventive measures. Possible preventive intervention procedures may include, but are not limited to:

- conferences with the student;
- conferences with the parents/guardians;
- periodic follow-up reports to parents/guardians;
- and, referral to appropriate support personnel.

School personnel shall actively seek effective, positive methods and strategies to help each student learn to behave in a manner that is conducive to effective learning and that respects the rights of others. Each school principal shall systematically identify potential problem areas within his/her school that may contribute to discipline problems and shall work to maintain a positive school environment to minimize discipline problems.

Corporal Punishment, ~~and~~ Use of Reasonable Force, Seclusion and Restraint

The district believes that a well disciplined school system can be maintained without the use of corporal punishment. Therefore, the district prohibits the use of corporal punishment by principals, assistant principals, teachers, substitute teachers, any other school system personnel, student teachers or volunteers.

While the district prohibits the use of corporal punishment as a means of discipline, school personnel may use reasonable force to control behavior or to remove a person from the scene in the following situations:

- to quell a disturbance threatening injury to others;
- to obtain possession of weapons or other dangerous objects on the person or within the control of a student;
- for self defense; or
- for the protection of persons or property.
- to maintain order on school property, in the classroom, or at a school-related activity on or off school property.

Schools shall not use seclusion or restraint as a means of discipline except as provided by law. The Superintendent is directed to develop procedures regarding the use of seclusion, restraint and isolation. The appropriate use of seclusion, restraint and isolation shall also be addressed in the Safe School Plan.

Suspension and Expulsion

While the teacher has the major responsibility for classroom discipline, some disruptive behavior may require the attention of the principal or his/her designee. State law assigns the principal the authority to suspend for ten days or less, or with prior approval of the Superintendent, for more than ten days. (G.S. 115C-391) Special statutory provisions apply in the event that a student enrolled in an exceptional children's program exhibits behavior which might result in suspension or expulsion. (G.S. 115C-112) The Board expects the principal to treat any suspension or expulsion as a very

serious matter and in such instances the principal should utilize resources at his/her disposal in an effort to effect another solution. In the event that a student must be suspended or excluded, the Board expects such action will be in full compliance with the provisions of the law and with the administrative policies and/or procedures.

DEFINITIONS

Aggravating Factors -- aggravating factors suggesting consequences beyond the recommended penalty include, but are not limited to, repeated violations, imminent danger to self or others, failing or refusing to follow the directives of school personnel while they are attempting to investigate or control behavior during a potential Code violation and other extreme circumstances within the discretion of the principal.

Alternative Setting -- educational services provided by the system or another provider in a setting other than the student's school assignment.

Board -- the Guilford County Board of Education.

Classroom -- locations where designated learning experiences take place and where school officials have supervisory responsibility.

Consequences -- consequences for violations of the Code of Conduct include, but are not limited to, conferences with parents, confiscation of property which disrupts the learning environment, detention, isolation, restitution, in-school suspension, suspension from school activities and events, suspension of bus privileges, after-school detention, out-of-school suspension and expulsion (See also the section entitled Disciplinary Measures).

Day or Days -- school days excluding teacher workdays, holidays, vacation days, weekends and days when school is cancelled due to inclement weather or other emergencies.

Expulsion -- permanent exclusion of a student from entering the school, school grounds or riding on a school-owned or operated vehicle and removal of the student from the rolls of the Guilford County School Administrative Unit and other consequences provided by law.

In-School Suspension (hereinafter ISS) -- the in-school suspension program is an alternative to students being suspended out-of-school. Purposes are to provide a form of consequence that results in improved behaviors without the removal of students from the school environment and supervision.

Long-Term Suspension -- out-of-school suspension for any designated period of more than 10 days but not in excess of the maximum time allowed by law (N.C.G.S. 115C-391).

Memorandum of Disciplinary Action -- The written summation by the principal or his designee of the charges against the student, the principal's findings and the disciplinary action assigned by the principal as a consequence of the action.

Mitigating Factors -- mitigating factors include but are not limited to self-defense, provocation, former record of the student, and other factors in the discretion of the principal and Superintendent.

Out-of-School Suspension (hereinafter OSS) -- the removal of the student from school, school activities and school grounds for a designated period of time as prescribed by law.

Parent -- includes the natural parent, legal guardian, legal custodian or person serving in loco parentis having charge or control of any student enrolled in the Guilford County Schools.

Principal -- the school principal or any school professional to whom the principal may officially delegate authority.

School Support Officer --- the central office administrator assigned supervisory responsibilities for a specific school and its principal.

Restitution -- to make whole, by replacement or restoration of property to its original condition, or payment of money sufficient to compensate for damage to property.

Student -- any person enrolled or attending any of the schools within the Guilford County School Administrative Unit.

Tardy -- means late for a class or other school period as defined by the schools and the North Carolina laws and regulations.

Teacher -- the professional entrusted by the Board and the Superintendent with the responsibility pursuant to law for the education, health and well-being of students under his/her direction.

Teacher Assistant -- the paraprofessional hired by the Board to provide classroom support and assistance to teachers.

Year-Long Suspension -- Students who bring weapons or explosives or physically assault teachers, other adults or students or who participate in a bomb threat or hoax may be suspended up to 365 days or placed in an alternative setting if the criteria set out in N.C.G.S. 115C-391 are met. In some instances, a suspension for 365 days is mandatory. Students may be placed in alternative settings at the expiration of their long-term suspensions if re-entry into the regular education program could not reasonably result in appropriate academic progress.

GENERAL PROVISIONS

All students shall comply with all rules and regulations governing behavior and conduct. Violation of Board or Administrative Policies or Procedures, the Student Code of Conduct of the Guilford County School Administrative Unit, regulations issued by the individual school, rules designed by teachers to govern student behavior, or the North Carolina General Statutes may result in disciplinary action including suspension of the

student from the Guilford County School Administrative Unit pursuant to the Due Process Procedures for Administrative Disciplinary Action of the Guilford County School Administrative Unit.

Students shall be informed by local school rules or local school authorities of any infractions not listed in this Code of Conduct that may result in short-term or long-term

suspension or expulsion. During the period that a student is suspended, he/she is prohibited from entering the grounds of any school of the Guilford County School Administrative Unit and from attending any school-related functions without express permission of the building principal. Further, a student suspended from riding school provided transportation should not enter a school bus or contract vehicle for the purpose of being transported from home to school or from school back home during the period of suspension.

Pursuant to North Carolina Gen. Statute 115C-288, law enforcement authorities will be notified if the principal has personal knowledge or actual notice from school personnel that an act has occurred on school property involving assault resulting in serious personal injury, sexual assault, sexual offense, rape, kidnapping, indecent liberties with a minor, assault involving the use of a weapon, possession of a firearm in violation of the law, possession of a weapon in violation of the law, or possession of a controlled substance in violation of the law. Law enforcement will be called in other instances if the principal has reason to believe a crime may have been committed and may be called if the involvement of law enforcement would advance the principal's efforts to determine whether a crime has been committed, to quell a disturbance or to maintain order. School officials shall cooperate at all times with the efforts of law enforcement; however, school disciplinary measures will proceed independently of any criminal or juvenile investigation or prosecution.

Lockers, desks, and other school property remain at all times the property of the Board and shall be subject to search at the discretion of the Superintendent or his designee. Lockers, desks, parking lots, and any other property of the Guilford County Schools may not be used for any unlawful purpose, and any unlawful or disruptive or dangerous material found in or on school premises may be confiscated.

IMPLEMENTATION

In order to assure that all Guilford County students and their parents are aware of the Student Code of Conduct and the consequences for its violation and all rights and responsibilities following an allegation of a Code violation, teachers will distribute the Code to all students and verify, in writing, the Code's distribution and discussion of the Code. Additionally, each student will be required to provide a copy of the Code of Conduct to his or her parent and every student and parent will sign a verification form that they have read and reviewed the Code and understand the expected behavior and consequences resulting from unacceptable behavior. This verification will take place at the beginning of the school year, or, in the case of students enrolling after the beginning of school, at the time of enrollment. Forms for the verifications by teachers, students, and parents are found in the Appendices B and C to this document.

PROCEDURE FOR DISCIPLINARY ACTIONS AND APPEALS

(In-School Suspension/ISS and Out-of-School Suspensions/OSS for 10 days or less)

North Carolina General Statute 115C-391 states that "the principal, or his delegate, shall have the authority to suspend for a period of up to ten days or less any student who willfully violates policies of conduct established by the local board of education." A

disciplinary action of any suspension in-school or a suspension out-of-school for 10 days or less shall be determined by the principal. Parents are encouraged to seek any clarification or explanation of any disciplinary action from the principal within 2 days of the assignment of the consequences.

(Out-of-School Suspensions/OSS of 10 days or more)
The following procedure will be utilized when a student is recommended for a long-term suspension by the principal:

1. The principal or designee shall investigate the alleged violation as it relates to the student.

a) A conference will be held with all parties involved in the situation including parent(s)/guardian(s), if they can be reached within a reasonable time.
b) The evidence related to the situation will be presented and reviewed during the conference.
c) If the investigation is complete at the conclusion of the conference, the parent/student will be informed of the long-term recommendation and given appeal information.
d) If the investigation is incomplete at the conclusion of the conference, then the principal will render a decision as soon as the investigation is complete.

2. The principal or designee will prepare and forward the long-term suspension recommendation letter and appeal information by hand delivery to the parent/student within two (2) school days. The letter will include notice of the time, place and date of the long-term suspension hearing before the Hearing Officer, who is the Superintendent's designee. The principal or designee must deliver the letter to the parent, guardian or custodian or to the address of record for the student contained in the student's official school file.

a) It is the goal of the Board that every student will be given a hearing with the hearing officer within six (6) school days from the student's initial date of suspension.
b) The principal or designee will present to the hearing officer the evidence supporting the recommendation of long-term suspension and the parent/student will have an opportunity to present evidence disputing the recommendation of the principal.
c) The hearing will be recorded and the student will have a right to a copy of the recording if requested at cost.
d) The student has a right to legal representation at the hearing (at the student's expense) to present evidence, and to examine and present witnesses, including witnesses for the administration.

e) At the conclusion of the hearing the hearing officer, as the Superintendent's designee, will determine whether the principal's recommendation for long-term suspension should be upheld. In the alternative, the hearing officer may also consider disciplinary reassignment and a Behavior Modification Contract.

Disciplinary Reassignment Instead of Long-term Suspension with a BMC

In certain cases, at the discretion of the hearing officer, following the hearing regarding the long-term suspension recommendation of the principal, a student who is recommended for long-term suspension may be reassigned to an alternative school for a period of time, with a goal toward re-entry into the regular school community. Students will be placed on a Behavior Modification Contract (BMC). Conditions in the BMC will include disciplinary reassignment to the alternative school, acceptable attendance and appropriate behaviors at the alternative school. Other conditions may also be imposed. In the event that the student and parent consent to the reassignment and BMC and the terms of the BMC are met, the student will be eligible for reassignment back to the home school or another school at the beginning of the grading period following successful completion of the BMC. In the event the student successfully completes the BMC, the student's record will show the student was reassigned for a period of time and will not reflect a long-term suspension. In the event, however, that the BMC is not successfully completed or attendance at the alternative school is not satisfactory, the long-term suspension shall be activated and the student's record will reflect that the student was long-term suspended.

Appeal of the Superintendent's Decision to the Board of Education

The parent/student may appeal the decision of the hearing officer to a panel of the Board of Education. If the parent/student wishes to pursue an appeal to a panel of the Board, the written request must be received by the hearing officer within two (2) school days upon receipt of the written decision of the hearing officer.

A Board panel, composed of not less than three (3) members of the Board of Education, will hear an act upon the Hearing Officer/Superintendent's recommendation in the name and on behalf of the Board.

a) The school administration and the parent/student will have the opportunity to present their cases(s) to the Panel. The hearing will be recorded on tape.
b) The student is entitled to have legal representation(at the student's expense), to present evidence, to present and examine witnesses, including witnesses for the administration.
c) The Panel will render a decision in a timely fashion.
d) The parent/student may request a copy of the recording of the proceedings at cost.

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N.C.G.S. §115C-391 provides that a student can be expelled from the Guilford County

Schools if the Principal and Superintendent recommend expulsion to the Guilford County Board of Education and the Board finds, based on clear and convincing evidence, that the student's continued presence in school constitutes a clear threat to the safety of other students or employees. The procedure for the decision-making process is as follows:

A. Administrative Level:
The Principal determines if the conduct warrants recommendation for expulsion. The Principal shall:

1. Gather all documentary evidence, including written statements, photos, weapons, police reports, student discipline record for current year, and any evidence of long-term suspensions from previous years, etc. and take this information to his/her School Support Officer for a review and discussion.

2. If the School Support Officer supervisor and Principal concur that evidence supports expulsion by clear and convincing standards, the Principal should put the recommendation in writing and forward it to the Superintendent's designee with copy of the recommendation to the parent or guardian. Upon receipt of the recommendation, the Superintendent's designee shall set a time, date and place for a hearing and send notice of the hearing to the student and his or her parent or guardian. The notice should include:

(a) The details of the behavior which form the basis for the principal's recommendation;
(b) A statement that before expulsion can be invoked, the student has a right to a hearing before the Board of Education or a panel thereof as provided in N.C.G.S. §115C-45(c);
(c) The fact that if the Board of Education upholds the Superintendent's recommendation, the student will be excluded from school and all related services and activities for an indefinite period of time;
(d) A date, time, and place for the hearing before the Superintendent's designee;
(e) A statement that the student has the right to be represented at the hearing by legal counsel; provided, however, that if the student intends to be represented, he/she must notify the Superintendent's designee for the Guilford County School system thereof prior to the date set for the hearing; and
(f) A summary of the evidence which the Principal has available at the time the notice is sent and which will be introduced at the hearing, a copy of Student Code of Conduct, and a copy of the expulsion procedures.

A form shall be attached to the notice by which the student may waive his right to a hearing before the Superintendent's designee.

3. The hearing shall be for the purpose of finding the facts as a basis for serious discipline. In those instances where the administration is recommending both long-term

suspension and expulsion, the evidence and facts that form the basis of the recommendations can be heard simultaneously.

4. The Principal shall present the evidence for the administration and the student and/or his parent or guardian shall present the evidence on the student's behalf. At the conclusion of the hearing, the Superintendent's designee shall determine whether there is sufficient evidence to recommend expulsion to the Board of Education.

B. Board of Education Level:

If the Superintendent's designee determines that the conduct warrants recommendation for expulsion, he or she should:

1. Determine who will serve on behalf of the administration to present the case to the School Board. The Superintendent's designee has the right in the event that the student is represented by counsel to request that the administration also be represented by counsel.

2. Send notice to the student and his/her parent or guardian, including:

(a) The details of the behavior which form the basis for the Superintendent's recommendation;
(b) A statement that before expulsion can be invoked, the student has a right to a hearing before the Board of Education or a panel thereof as provided in N.C.G.S. §115C-45(c);
(c) The fact that if the Board of Education upholds the Superintendent's recommendation, the student will be excluded from school and all related services and activities for an indefinite period of time;
(d) A date, time and place for the hearing before the Board;
(e) A statement that the student has the right to be represented at the hearing by legal counsel; provided, however, that if the student intends to be represented, he/she must notify the Superintendent for the Guilford County School system prior to the date set for the hearing; and
(f) A summary of the evidence which the administration has available at the time notice is sent and which will be introduced at the hearing, a copy of Student Code of Conduct, and a copy of the expulsion procedures.

A form shall be attached to the notice by which the student may waive his/her right to a hearing before the Board.

3. The hearing before the Board shall be scheduled at the next available scheduled hearing date following the receipt of the notice described above. (Typically, the Board hears student matters every two weeks on Thursday afternoons, although the schedule is subject to some variance.

4. The Board Panel shall:
(a) Consist of at least three members.
(b) Record the hearing and keep a permanent file of all proceedings and all written documentation reviewed at the hearing.
(c) Consider the student's age and maturity when determining its findings relative to the guidelines for expulsion.

(d) As trier of fact, make findings based on the standard of CLEAR AND CONVINCING EVIDENCE as follows:

1. Did the conduct at issue occur?
2. Is the conduct, considered with other pertinent data, evidence that the student is a threat to the safety of others?

3. Is there an alternative placement within the school system or in the community?
4. Should the student be removed from the rolls of the Guilford County Schools?

(e) Send written notice by certified mail of its decision regarding expulsion. If the Board determines that the student should be expelled, the letter should contain a thorough description of expulsion, describe the findings of the Board Panel in summary fashion, and forbid the student from entering the property of GCS without written authorization from the building supervisor.
(f) Maintain records of expulsion hearings at least until the student reaches twenty-one (21).

MAINTENANCE OF DISCIPLINE RECORDS, EXPUNGEMENT

1. When notice is given to parents, guardians, or students of a suspension of more than ten (10) days or an expulsion, the notice shall inform them that records of such suspensions and expulsions shall be included in the student's official school record and will give them information as to the procedure for expungement or removal of this information under N.C.G.S. 115C-402.

2. The record shall include the term of the suspension or expulsion, a description of the violation(s) for which the student was suspended or expelled, and any supporting documentation.

3. The student's parent, legal guardian, or custodian or the student, if the student is age 16 or older or emancipated, may submit a request for removal of records of long-term suspensions or expulsions to the superintendent or the Superintendent's designee. The request may be made using the Expungement of Disciplinary Records form. A copy of the form is in the appendix of this handbook.

4. The parent, guardian, or eligible student may make the request based on the following criteria:

a. The student has either graduated from high school or has not been expelled or suspended again during the two-year period beginning on the date of the student's return to school after the suspension or expulsion;

b. The superintendent or the superintendent's designee determines the record of the long-term suspension or expulsion is no longer needed to maintain safe and orderly schools; and

c. The superintendent or the superintendent's designee determines the record of the long-term suspension or expulsion is no longer needed to adequately serve the student.

5. The superintendent or the superintendent's designee will review the expungement

request and any supporting documentation as well as other appropriate information including, but not limited to, the student's disciplinary, attendance, and academic records.

6. The superintendent or the superintendent's designee shall expunge the record of long-term suspension or expulsion if the above criteria in subsection 4 are met.

7. If the superintendent or the superintendent's designee determines that the record of the long-term suspension or expulsion should not be removed from the student's record based upon the criteria in subsection 3, the student's parent or guardian or the eligible student has a right to submit to the superintendent or the superintendent's designee a statement of reasonable length explaining the objections to the suspension or expulsion notice contained in the records. This explanation submitted by the parent/guardian/student shall be placed in the student's permanent record to be disclosed by the school whenever the contested portion of the cumulative record is disclosed.

8. The Superintendent or his designee will render a written decision to the parent, guardian, or eligible student within seven (7) to ten (10) school days of receiving the request for expungement.

9. The superintendent or the superintendent's designee may expunge any record of a long-term suspension or expulsion provided that all other criteria under subsection 3 outlined above are met even if the eligible student or the student's parent or guardian does not request that the record be removed.

DISCIPLINARY MEASURES

The Board shall delegate to the Superintendent and his staff the responsibility for establishing and enforcing necessary regulations and procedures not in conflict with state or federal law so as to govern and control the conduct of students. The Board of Education expects school administrators to provide for and maintain an environment suitable for an orderly learning process. These disciplinary measures are consequences of violating the Student Code of Conduct and may include but are not limited to the following:

- Conference with Parents
  Parents are encouraged to set up an appointment with any teacher, counselor, or administrator to discuss their child's progress or problems. School officials may also request such a conference.

- Confiscation
  Any student's property which disrupts the learning environment will be removed from that student's possession.

- Court Referral
  In case of a drug offense, assault, or other violations of the North Carolina statutes, a student may be taken to court.

- Detention
  Any teacher or principal may have a student serve detention before or after regular school hours.

- Expulsion
  Permanent prohibition/exclusion from the school system requires the recommendation of the principal and Superintendent and Board action.

- In-School Suspension
  A student is excluded from attending regular classes but not from attending school and is required to do assignments developed by his/her regular teachers. Credit is given for this work. A student will not be allowed to participate in any extra-curricular activities during the period of in-school suspension. Principals shall notify parents when a student is assigned to in-school suspension.

- Isolation
  Any student may be removed from regular class activities for any portion of a school day as long as he/she is placed under the supervision of an adult.

- Involvement of Law Enforcement Agencies
  In cases of violations of North Carolina General Statutes or as provided for by law, law enforcement agencies may be contacted.

- Loss of Privileges
  Principals, teachers, and/or their designees may withdraw specific school privileges from students who exhibit inappropriate behaviors.

- Out-of-School Suspension
  A student may be suspended from attendance at school for violations of the Student Code of Conduct.

  - Short-term suspension - 10 days or less.

  - Long-term suspension - more than 10 days.

  - 365 Day Suspension - suspension for 365 days.

- Parent Contact
  Teachers, counselors, and school administrators may contact parents by telephone or letter in an effort to inform them of student misconduct and to gain their support in altering that behavior.

- Referral to the Student Staff Support Team (SSST)
  Students who have been referred to the principal for discipline two or more times may be referred by the teacher to a school based committee, and the committee may recommend that the principal provide additional advice to the teacher, transfer the student to another classroom, assign the student to an alternative setting, refer the student to the multi-disciplinary committee, or provide other services.

- Removal from School Provided Transportation
  Students exhibiting inappropriate behavior may be prohibited from riding the bus or other school provided transportation for periods of time specified in the Code's bus transportation rule or for any period of time up to the remainder of the school year should the misconduct warrant a longer suspension.

- Removal from the Classroom
  The removal of a student from class by a classroom teacher or other school official for the remainder of a class period or school day and placement at some other place on the school premises shall not be considered a short-term suspension and shall not come under the rules and procedures governing suspensions.

- Restitution
  The replacement of or payment for property taken, damaged, or destroyed will be required.

Suspension from Extra-curricular Activities
A student may be suspended from participating in any or all extra-curricular activities, including graduation exercises. The Superintendent will establish a Code of Conduct and Rules for violations of the Code of Conduct that will be contained in a Student Handbook distributed to parents and students at the beginning of each school year. The Superintendent will also propose alternative learning opportunities for students who are disruptive to the learning environment or negatively impact the safety and welfare of students and staff in the regular education setting.

Board Policy JD along with its Administrative Procedure JD-P revises and replaces the former Administrative Policy JD issued August 23, 2001.