

MSAD #4 STUDENT CODE OF CONDUCT

MSAD #4 believes that each member of the school community is responsible for maintaining an educational environment that promotes quality teaching and learning. Ethical and responsible student behavior is an essential part of the educational mission of the district. To that end, MSAD#4 has established this Code of Conduct that defines its expectations for student behavior and provides the framework for a safe, orderly, and respectful learning environment.

Section 1—Standards for Ethical and Responsible Behavior

The Code of Conduct is intended to support and encourage students to meet the following core values. These expectations are based upon the values identified by the community as essential to ethical and responsible behavior:

- Fairness
- Compassion
- Honesty
- Responsibility
- Respect
- Courtesy

Section 2—Code of Conduct

All students are expected to comply with the Code of Conduct and all related Board policies and school rules. The Code of Conduct applies to students:

- On school property
- Attending school or at any school-sponsored activity, or
- At any time or place that such school conduct directly interferes with the operations, discipline, or general welfare of the school.

Section 3—General Behavior Expectations and Discipline Policies

The following expectations for student behavior are fundamental to a safe, orderly, and respectful environment in our schools. Each student should:

- Treat every person with kindness and courtesy and respond politely when addressed
- Promptly follow the directions and requests of all school personnel
- Enter a room or section of the building only with the permission of a staff member
- Move safely within the building
- Maintain all school books, desks, or other school property
- Respect the rights and privileges as well as the property of other students and staff
- Obey all Board policies and school rules governing student conduct
- Meet school standards for grooming and dress
- Attend school regularly

- Refrain from cheating or plagiarizing the work of others
- Avoid vulgarity, profanity, obscenity, lewdness, and indecency

Violations of the Code of Conduct may result in disciplinary action. Disciplinary consequences depend upon the seriousness of the violation and the student's prior disciplinary record. Please note that a first offense could lead to expulsion depending upon the nature and seriousness of the offense. Consequences will fit within the following framework:

- Level 1 Intervention: Consequences that allow the student to remain within the school setting that range from a "Time-Out" to an "In-School Suspension."
- Level 2 Intervention: 1-5 days out-of-school suspension
- Level 3 Intervention: 6-10 days out-of-school suspension
- Level 4 Intervention: Expulsion

Behavior that also violates the law may be referred to law-enforcement authorities.

Section 4—Expectations

The following are summaries of some of the major policies involving student conduct. For a complete listing of policies, please refer to the district's student handbooks, athletic handbooks, and district policy manual. In cases where there are inconsistencies between the Code of Conduct, Board policies, and/or school handbooks, Board policies will prevail.

A. Violence and Threats

Students shall not engage in violent or threatening behavior. Prohibited behavior includes fighting, assault and/or battery, taking hostages, threats to commit violence against persons or property, threats, intimidation, or harassment. Violations may result in disciplinary action up to and including expulsion.

See policies:

JICIA - Weapons, Violence and School Safety

EBCC- Bomb Threats

B. Weapons

Students shall not possess or use weapons of any kind (examples include but are not limited to firearms, explosives, and knives). Students also shall not use any object, although not necessarily designed to be a weapon, to inflict bodily harm and/or to threaten, intimidate, coerce, or harass another person (examples include but are not limited to bats, lighters, tools, and toy weapons). Firearms violations will result in expulsion in accordance with state and federal statutes; other weapons violations may result in disciplinary action up to and including expulsion.

See policy JICI - Weapons in the Schools

C. Hazing

Hazing is prohibited. Maine law defines injurious hazing as any action or situation, including harassing behavior, that recklessly or intentionally endangers the mental or physical health of any school personnel or a student enrolled in a public school. No student shall plan, encourage, or engage in such activities in connection with any school program or activity, including extracurricular, co-curricular, and athletic activities. Students who engage in hazing activities are subject to suspension, expulsion, and/or other appropriate disciplinary measures.

See policy ACAD – Hazing/Bullying

D. Discrimination and Harassment/Sexual Harassment

Students should not discriminate against other students on the basis of race, color, sex, religion, ancestry, national origin, or disability. Nor should students harass one another on the basis of race, color, sex, religion, ancestry, or national origin, sexual orientation, or disability. Sexual harassment is also prohibited. Harassment is grounds for disciplinary action up to and including expulsion.

See policies:

AC – Nondiscrimination/Equal Opportunity and Affirmative Action

ACAA – Harassment and Sexual Harassment of Students

ACD – Student Harassment

E. Drug and Alcohol Use

Students shall not distribute, possess, use, or be under the influence of any alcoholic beverage, drug, or look-alike substance as described in Board policy. Violations may result in disciplinary action up to and including expulsion from school.

See policies:

ADB – Drug Free Schools

ADC – Tobacco-Free Schools

JICH – Chemical Use and/or Possession By Students

F. Tobacco Use

Students shall not smoke, use, possess, sell, or distribute any tobacco products. Violations of this policy may result in disciplinary action up to and including suspension from school.

See policy ADC - Use of Tobacco Products

G. Conduct on School Buses

Students must comply with all Board policies, bus rules, and school rules while on school buses. Students who violate these policies and rules on a school bus may have their riding privileges

suspended or revoked and may also be subject to additional disciplinary action, up to and including expulsion, depending upon the particular violation.

See policy JICC - Student Conduct on School Buses

H. Computer/Internet Use

Students may use school computers, networks, and Internet services only for educational purposes. Students shall comply with all policies and rules governing acceptable use. Unacceptable use may result in suspension or cancellation of computer privileges as well as additional disciplinary and/or legal action.

See policies:

Board Internet Policies

IJNDB - Student Computer and Internet Use

IJNDB-R – Student Acceptable Use Internet Disclosure and Permission

IJNDB-E – Student Acceptable Use Internet Disclosure and Permission Form

IJNDC – School System Website/Web Pages

IJNDC-R – School System Website/Web Pages Procedure

IJNDC-E – School System Website/Web Pages Release Form

I. Athletic/Extra Curricular Activities

Students must follow all Board policies, school rules, and athletic contracts while participating in athletics and extracurricular activities. Students who violate Board policies and/or school/team rules may be subject to suspension or removal from the team/activity as well as additional disciplinary action under applicable Board policies and/or school rules.

Section 5 - Removal of Disruptive/Violent/Threatening Students

1. Students who are disruptive, violent, or threatening death or bodily harm to others may be removed from classrooms, school buses, or other school property when necessary to maintain order and safety.
2. If a student does not comply with a staff member's request to report to the office or other location, the staff member will contact the main office/an administrator for assistance.
3. Staff members should use force or restraint to the minimum extent necessary. Staff members are not required to take action that puts them at risk of serious injury.
4. The responding administrator will take appropriate action. If the student fails to obey verbal directions, force or restraint may be used only to the minimum extent necessary to protect any person from imminent physical harm or to quell a disturbance. Whenever practicable, law enforcement should be called to restrain or physically remove the non-compliant student. The administrator may invoke the school unit's crisis response plan if appropriate.

Section 6 - Special Services

- a) Referral. The school unit has adopted policies and procedures for determining when a student shall be referred for special services.

See policies:

IHBAB - Referral/Pre-Referral/Individual Educational Plans

IHBAA - Child Identification

- b) Review of Individual Educational Plan. The school shall schedule an IEP meeting to review the IEP of a student who has been removed from class when: a) school officials and/or the parent believes the student may present a substantial likelihood of injury to himself/herself or others; b) the class removals are sufficient to constitute a change in the student's special education program; or c) school officials or the parent believes that the student's behavior may warrant a change in educational programming.

See policy JKF- Disciplinary Removals of Students with Disabilities

- c) Time Out Rooms and Therapeutic Restraint. MSAD#4 also has established a policy on the use of time out rooms and therapeutic restraints as required by Maine statute.

See policy JKAA - Time Out Rooms and Therapeutic Restraint

Section 7 - Referrals to Law Enforcement Authorities

The Superintendent and administrators have the authority to seek the assistance of law enforcement authorities when there is a substantial threat to the safety of the schools, students, or staff. The Superintendent/administration may also inform law-enforcement authorities when they have reason to suspect that a student or staff member may have violated a local, state, or federal statute. All serious offenses, as determined by the Superintendent, must be reported to law-enforcement authorities.

Section 8 - Dissemination of System-Wide Student Code of Conduct

The System-Wide Student Code of Conduct shall be distributed to staff, students, and parents through handbooks and/or other means selected by the Superintendent and building administrators.

Legal References: 20-A MRSA. §§ 254 (11); 1001 (15)

Cross Reference: *Taking Responsibility: Standards for Ethical and Responsible Behavior in Maine Schools and Communities* (Report of the Commission for Ethical and Responsible Behavior, February 2001)

ADAA – School System Commitment to Standards for Ethical and Responsible Behavior

Adopted: March 10, 2009