

## **5600 PUPIL DISCIPLINE**

The Board of Education believes that the best discipline is self-imposed, and pupils must learn to assume and accept responsibility for their own behavior, and for the consequences of their misbehavior. Staff members who interact with pupils shall place emphasis on the pupils' ability to grow in self-discipline.

The pupils of this district are entitled to an education free from undue disruption. Pupils are required to conform to reasonable standards of behavior, to respect the rights, person and property of others, and obey those in authority. Pupils who disrupt the educational program shall be subject to the disciplinary procedures of this district.

Every pupil enrolled in this district shall observe the rules and regulations approved by the Board, and submit to the discipline imposed for infraction of those rules.

Information regarding disciplinary actions may be entered on a pupil's record to assist the work of the pupil's teachers and counselors. Pupil records are subject to challenge by parents and adult students in accordance with N.J.A. C. 6A:32-7.7 and Policy and Regulation 8330.

### **Disruptive Pupils**

A pupil who displays chronic behavioral and academic problems may be referred to the child study team by the building principal for possible identification as a disruptive or disaffected pupil. Such referrals shall be made in strict accordance with due process regulations prescribed by the administrative code.

A pupil whose behavior poses a continuing danger to persons or property or an ongoing disruption to the academic process may be suspended or expelled following due process.

### **Pupil Assaults**

Any pupil who commits an assault upon a teacher, administrator or other employee of the Board of Education shall be suspended from school immediately by the Principal according to procedural due process in accordance with Policy 5612 ( Assault on District Board of Education Members or Employees). Suspension or expulsion proceedings shall begin no later than 30 calendar days from the date of the pupil's suspension.

### Classified Pupils

Classified pupils are subject to the same disciplinary procedures as non-classified pupils and may be disciplined in accordance with their IEP. Before disciplining a classified pupil, it must be determined that: the pupil's behavior is not primarily caused by his/her educational disability. If upon completion of the re-evaluation the Child study team determines the pupil's behavior was not primarily caused by his/her educational disability, the district may suspend or expel the pupil.

If the child study team determines that the pupil's behavior was primarily caused by his/her educational disability, the district may not suspend or expel the pupil. The child study team may propose a change in the pupil's placement.

### Disorder and Demonstration

The Board will not permit any willful activity by a pupil or group of pupils that interferes with the orderly operation of the schools or the rights of others. The Board specifically prohibits any assembly or expression that materially disrupts instruction; is obscene, slanderous, or grossly prejudicial; advocates the use of dangerous or harmful materials; advocates the use of force or the violation of the law or school rules.

The Board directs all staff members to attempt to resolve conflict through dialogue and mediation. Pupils who express dissent should be made aware of the appropriate procedures available to them for the resolution of their grievances.

### Implementation

The Superintendent shall insure that the regulations for this policy are applied consistently and uniformly, and that all disciplinary actions are carried out with necessary due process.

Approved: March 19, 2002  
Revised: March 19, 2018

## **R 5600 PUPIL DISCIPLINE**

### I. Purpose

#### A. The purpose of these regulations is to provide:

1. Pupils, parents, and staff members with a clear description of behavior that is unacceptable because it interferes with the maintenance of a school environment conducive to learning and protective of members of the school community;
2. Pupils with an opportunity to modify unacceptable behavior;
3. Consistency and predictability in the administration of pupil discipline; and
4. A program of sequential discipline.

### II. Rules of Conduct

#### A. All pupils are bound by law, policies of the Board of Education, and the administrative regulations of this school district.

#### B. Pupils shall not:

1. Use, threaten, or incite the use of physical force against other pupils, staff members, or visitors to the school;
2. Steal, damage, deface or otherwise vandalize the property of other pupils, staff members, or the district;
3. Engage in the sexual harassment of pupils or staff members;
4. Violate codes of conduct adopted for organizations of pupils;
5. Possess or use weapons or any implement intended to harm others;
6. Act so recklessly as to endanger the safety of others;
7. Extort the property of others by threat or intimidation;
8. Possess, use, or distribute a substance in violation of Policy No. 5530;
9. Set fire to or cause a fire in any way on school premises;

10. Engage in illegal gambling;
11. Possess or explode a firecracker or other explosive device on school premises;
12. Sound or cause to be sounded a false alarm for fire, bomb, or other condition or circumstance hazardous to others;
13. Create disorder or disruptions on school premises;
14. Join a secret society prohibited by law;
15. Use foul, abusive, derogatory, or demeaning language, including racial and ethnic remarks;
16. Be insubordinate to teachers or other school staff members or disregard their instructions or demonstrate lack of respect for their authority;
17. To knowingly convey false information about other pupils or staff members
18. Possess laser pointers;
19. Enter school premises or any specific portion of the premises without permission and without authority;
20. Falsify an excuse or any school document;
21. Cheat or otherwise engage in academic dishonesty;
22. Be truant from school or class;
23. Persistently refuse to complete homework and other assignments;
24. Use skateboards and/or rollerblades inside the school or courtyard or on school grounds; or
25. Create litter on school property.

**C. Pupils assigned to a school bus must obey all school rules, and**

1. Show respect for the driver at all times;
2. Enter and leave the bus in an orderly manner;
3. Ride only the bus to which they have been assigned;
4. Be and remain seated while the bus is in motion;

5. Avoid reckless and boisterous activity at all times, including during waits at pickup points;
6. Talk in a reasonable tone of voice and avoid loud noises;
7. Extend no portion of the body or other object out a bus window;
8. Keep aisles clear at all times;
9. Refrain from bringing animals or bulky, unmanageable projects onto the school bus;
10. Refrain from smoking, eating, and drinking on the bus; and
11. Shall not possess, use, or distribute any substance in violation of Policy No. 5530.

D. Pupils shall be disciplined for misconduct away from school premises at school-sponsored events when that conduct interferes with the administration of the instructional program or jeopardizes the maintenance of order in the school.

E. Cheating

In addition to other disciplinary action, as appropriate, a pupil who has cheated on a test or assignment, plagiarized material, falsified sources, or otherwise been involved in academic dishonesty or negligence (B. 21) may suffer a reduced grade by virtue of the disqualified work. In no other instance may a pupil's grade be lowered as a direct penalty for misconduct.

### III. Disciplinary Measures

The following disciplinary measures may be applied as appropriate to the pupil's violation of school rules. The measures may be sequential and are organized in order of severity. Disciplinary measures shall be undertaken concurrent with remedial measures as outlined in Section IV. Teachers and administrators in charge of pupil discipline shall make every effort to administer these rules consistently and fairly.

A. Admonishment

A school staff member in authority will admonish the pupil for his or her unacceptable conduct and warn the pupil that additional misconduct may warrant a more severe penalty.

**B. Temporary Removal from Classroom**

1. The classroom teacher will direct the pupil to report to the office of the administrator in charge of pupil discipline.
2. The teacher will complete a form that indicates the pupil's name, homeroom, and the conduct that has caused the pupil's removal from the room.
3. The administrator in charge of discipline will interview the pupil and determine which, if any, additional disciplinary steps are indicated.

**C. Deprivation of Privileges**

The pupil will be deprived of the privilege of:

1. Moving freely about the school building,
2. Participation in co-curricular or inter/intrascholastic activities,
3. Attendance at a school-related social or sports activity,
4. Participation in a graduation ceremony,
5. Transportation by school bus, or
6. Open Lunch

**D. Central Detention/Saturday Detention**

1. The pupil will be required to report before or after the school day or on a Saturday morning to a detention room for a period of supervised study.
2. Transportation will be the responsibility of the pupil's parent or legal guardian.
3. The pupil may be excused from detention only for an unavoidable commitment previously made; any such excused detention must be made up on another day.

**E. In-school Suspension**

1. The pupil will be removed from his or her regular classes and required to report to an in-school suspension program for supervised study.

2. In-school suspension is a deprivation of the pupil's right to a thorough and efficient education and will not be imposed without the due process set forth in Policy No. 5610 (Suspension).

**F. Suspension from School**

1. The pupil will be denied the right to attend school for a period of time pursuant to Policy No. 5610 (Suspension).
2. Suspension from school is a deprivation of the pupil's right to a thorough and efficient education and will not be imposed without the due process set forth in Policy No. 5610 (Suspension).

**G. Expulsion**

1. The pupil will be required to withdraw permanently from school pursuant to Policy No. 5610 (Suspension).
2. Expulsion is an extremely serious disciplinary measure; it deprives the pupil of his or her right to a thorough and efficient education and will not be imposed without the due process set forth in Policy No. 5610 (Suspension).

**IV. Remedial Measures**

The following remedial measures may be taken to aid in correcting pupil conduct and to insure that the pupil is properly placed in an appropriate educational environment and is not in need of special education and/or related services.

**A. Counseling**

1. The pupil will be required to consult with school guidance counselors to determine the causes of his or her misconduct and to assess the need for a change in behavior.
2. The counselor will explain:
  - a. Why the pupil's conduct is unacceptable to the school and damaging to the pupil,
  - b. What the consequences of continued misconduct are likely to be, and
  - c. Appropriate alternate behaviors.

3. The counselor may refer the pupil, as appropriate, for additional counseling, evaluation, intervention, treatment, or therapy. Referrals may be made to:
  - a. The Child Study Team,
  - b. A public or private social agency, or
  - c. A legal agency.

**B. Parent Notification**

1. Where the discipline is greater than an admonishment, the pupil's parent or legal guardian will be notified of the offense and of the discipline imposed and will be offered an opportunity to confer with the principal.
2. Where the offense is serious and the discipline greater than detention, every effort will be made to notify the parent prior to the informal hearing conducted with the principal.

**C. Parent Conferences**

The pupil will be required to attend a meeting with his or her parent and appropriate staff members to discuss the causes of the pupil's behavior, possible remediation, potential disciplinary measures, and alternative conduct.

**D. Restitution and Restoration**

1. The pupil will be required to:
  - a. Make restitution, in kind or cost or labor, for any loss he or she has caused; or
  - b. Restore to its former condition, by his or her own labor, any property the pupil has damaged or defaced.
2. A pupil who refuses to make restitution or restoration as directed may be disciplined by one or more of the measures included in III.

**E. Alternative Educational Program**

The pupil will be assigned to an alternative educational program as recommended by the pupil's guidance counselor, classroom teacher, Child Study Team, and/or principal.

V. Educationally Disabled Pupils

- A. The discipline of an educationally disabled pupil must consider his or her educational disability and educational needs. Pupils with educational disabilities are subject to the same discipline policies and procedures as nondisabled pupils, unless the pupil's individualized educational program includes exemptions to those policies or procedures.
- B. Pupils with educational disabilities may be suspended for up to ten consecutive or nonconsecutive school days without initiating action by the Child Study Team.
- C. In the event the discipline involves suspension or expulsion that would account for more than ten consecutive or nonconsecutive school days, the suspension or expulsion constitutes a significant change in placement and the Child Study Team will conduct a reevaluation in accordance with N.J.A.C. 6:28-3.7.
  1. When a pupil with an educational disability is suspended, the Principal will forward, at the time of suspension, written notification and a description of the reasons for such action to the parent/legal guardian and the case manager. Such notification shall occur prior to the suspension if the action would result in the pupil being suspended for more than ten days in the school year.
  2. The case manager will determine if the suspension results in a significant change in placement and document the review and the determination made. If the suspension would result in a significant change in placement, the Child Study Team case manager will advise the Principal that a reevaluation shall be conducted prior to the suspension and initiate a reevaluation.
  3. If upon completion of the reevaluation, the Child Study Team determines the pupil's behavior was primarily caused by his/her educational disability, the district may not suspend or expel the pupil. However, the Child Study Team may propose a change in the pupil's placement.
  4. If upon completion of the reevaluation, the Child Study Team determines the pupil's behavior was not primarily caused by his/her educational disability, the district may suspend or expel the pupil. However, at no time shall the district Board of Education cease educational services to that pupil.
  5. If there is ongoing peril or physical harm to self or others or of substantial disruption to the educational process, and the suspension would result in a significant change in placement, the pupil may be temporarily suspended while the district immediately seeks emergency relief.

6. The suspension of an educationally disabled pupil will be processed in accordance with Regulation No. 5610, paragraph E.

**VI. Records**

Instances of pupil discipline will be recorded in the pupil's file in strict compliance with N.J.A.C. 6:3-2 and Policy No. 8330.

In Effect: March 19, 2002  
Revised: March 19, 2018