

SECTION: PUPILS
 TITLE: STUDENT DISCIPLINE
 ADOPTED: November 15, 2000
 REVISED: August 17, 2005

CALIFORNIA AREA SCHOOL DISTRICT

218. STUDENT DISCIPLINE	
Purpose	<p>Proper discipline is necessary to insure the correct educational climate for all students of California Area High School. It is our goal to establish standards of appropriate and desirable student behavior. Through utilization of these standards it is hoped that we will provide an opportunity for students to learn basic values such as self-discipline, individual acceptance of responsibilities, etc. These basic values are fundamental in developing a democratic society.</p>
Authority	<p>Teachers, by authority of the Pennsylvania School Code, supervise students. This authority extends but is not limited to the classroom, hallways, cafeteria, school grounds, school buses, and the location of any field trip or extra curricular activity. Teachers will not tolerate any acts of insubordination that disrupt the school programs, infringe upon the rights of others, cause dissension among the student body, or cause a decline in the reputation of the school as an educational institution. Students must realize that teachers possess both the right and the responsibility to discipline disruptive and/or insubordinate behavior.</p>
Delegation of Responsibility	<p>The Superintendent shall promulgate such additional rules and regulations for student conduct as are deemed necessary to fulfill the purposes of this policy. Such rules and regulations shall bear a rational relationship to the maintenance of an environment conducive to learning, and shall not demean or discriminate among students or violate any individual rights constitutionally guaranteed to students.</p> <p>The Superintendent shall designate such additional sanctions as deemed appropriate to specific offenses or categories of offenses, which sanctions shall relate in kind and degree to the offense, assist a student in learning to accept responsibility of his/her actions, and hold parents or guardians accountable for the misconduct of their children.</p>

Definitions	<p><u>Definitions of Disciplinary Approaches</u></p> <p><u>A. Loss of Privileges</u> Revocation of a student's privileges to participate in extracurricular functions, both athletic and non-athletic is possible. Revocation of driving privileges on school property may occur.</p> <p><u>B. Lunch time Detention</u> Revocation of a student's privileges during the lunch and activities periods. Unable to participate in clubs and activities during the lunch periods. Will report to the Lunch Detention Room for lunch and assigned activities.</p> <p><u>C. In-School Detention</u> Prior to the issuance of an in-school detention, the student shall be informed of the reasons for the detention and given an opportunity to respond. If, following the student's response, an in-school detention remains advisable; the student shall be so informed. The student's parent or legal guardian shall also be notified of the in-school detention.</p> <p><u>D. After-School Detention</u> It is the period of time during which the student shall be required to remain after school as a result of violation of reasonable rules and regulations of the California Area School District. After-school detention shall be assigned at least one day in advance, and it shall be the student's responsibility to report to after-school detention with sufficient school work to keep him/her busy for the entire period, the length of which shall be consistent throughout the District and shall be set by the Superintendent. Failure to attend after-school detention without proper notice will result in a one-day suspension from school.</p> <p><u>E. Suspension</u> Prior to the issuance of suspension from school, the student shall be informed of the reasons for the suspension and given an opportunity to respond. Prior notice of the intended suspension shall not be required in those cases where it is clear that the health, safety or welfare of the school community is threatened.</p> <p>In those cases where the suspension from school has been issued for a period in excess of three (3) school days, the student and his/her parent or legal guardian shall be provided with an opportunity for an informal hearing before the administrator involved, within the first five (5) days of the suspension.</p> <p>Any such informal hearing shall be designed to permit the student to explain the circumstances surrounding the event which prompted the issuance of the suspension, and to encourage the student's parent or legal guardian to discuss with the administrator involved, ways by which future offenses can be avoided. In the event that the student and his/her parent or legal guardian choose to participate in an informal hearing with the administrator, the administrator shall provide them with sufficient notice of the time and place of the hearing, and with written notification of the reasons for the suspensions. At the informal hearing, the student shall have the right to question any witnesses present, to present his own witnesses, and to speak on his own behalf.</p> <p><u>Limitation caused by Suspension:</u> When a student is notified of suspension from school, he/she <u>immediately</u> loses all privileges normally held until the suspension period expires. As soon as notification is given of suspension from school, the student may not participate in athletic practice or games, attend any evening functions such as dances. The suspended student is not to be on school property for any reason until the suspension expires.</p>
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F. Expulsion

Where, following the suspension of a student a recommendation is made for further action by the Board of School Directors, the student shall be entitled to a formal hearing before the Board of School Directors. This hearing may be held before the entire Board of School Directors, or before a duly authorized committee of the Board or before a duly qualified hearing examiner who need not be a member of the Board but whose adjudication the Board must approve. In all cases, however, the affirmative vote of a majority of the entire Board of School Directors shall be required to expel a student.

DUE PROCESS REQUIREMENTS

The following due process requirements shall be observed with respect to a formal hearing:

1. The student's parent or legal guardian shall be notified, by certified mail, of the charges pending against the student.
2. The student and his/her parent or legal guardian shall be provided with sufficient notice of the time and place of the hearing.
3. The hearing shall be held in private unless the student or his/her parent or legal guardian specifically requests a public hearing.
4. The student shall have the right to be represented by counsel.
5. The student shall have the right to be presented with the names of witnesses against them and copies of any statements & affidavits of such witness.
6. The student shall have the right to request that any such witnesses appear in person at the hearing and be subject to direct and cross-examination.
7. The student shall have the right to testify and present witnesses on his/her own behalf.
8. A recorded or stenographic record shall be kept of the hearing, and the student shall have a right to a copy of the transcript of the hearing, at his/her own expense.
9. The hearing shall be held with all reasonable speed.

During the period, if any, between the student's suspension from school and any formal hearing as described above, the student shall be permitted to participate in normal classroom work and activities. However, if, following an informal hearing, the administrator determines that the student's presence in his/her normal class would constitute a threat to the health, safety, morals, or welfare of others, the student may be excluded from school for more than ten (10) school days, if the formal hearing is not unreasonably delayed.

Any student so excluded shall be provided with alternative education, which may include home study.

Guidelines

Classification of Offenses

Each incident of student misconduct within the California Area School District shall be characterized as a Level I Offense, Level II Offense, Level III Offense or a Level IV Offense, depending on the nature of the misconduct and/or frequency of its occurrence.

Pol. 233	<p><u>Level I</u></p> <p><u>A. Classification of Offenses</u> Level I offenses shall include those minor disturbances created by a student that disrupt the normal teaching situation but which can usually be handled by the individual classroom teacher alone. Level I Offenses include but are not limited to:</p> <ul style="list-style-type: none"> Failure to bring supplies, text, workbooks, etc. Violation of classroom rules Running in the classrooms, hallways, etc. Failure to complete assignments Eating or drinking during instructional time Failure to follow instructions Inappropriate clothing Inappropriate behavior Cheating Running in classroom, hallway, etc. Lying Throwing objects Unexcused class tardiness <p><u>B. Disciplinary Options/Responses</u> At the discretion of the teacher or other professional staff member who observes the misconduct, the student may be subjected to a verbal reprimand, parental notification/conference, or separation from the classroom. In the discretion of the teacher or staff member involved, the Building Administrator may be notified.</p> <p>The classroom teacher shall maintain a proper and accurate record of all offenses and disciplinary action taken. The employee involved will fill out a discipline referral form and notify the parents/guardian of the offense and action.</p> <p><u>Level II</u></p> <p><u>A. Classification of Offenses</u> Level II offenses shall encompass misbehavior, the frequency and/or seriousness of which tends to disrupt the educational climate within the school. A Level II offense may result from the continuation of unmodified Level I misconduct. This classification may also include, but shall not be limited to:</p> <ul style="list-style-type: none"> Failure to comply with level 1 consequence / discipline Inappropriate language / obscenity / gestures. Possession of electronic devices (Cell phones, laser pointers, CD players, etc.) Cutting class, detention or being in an unassigned area. Unexcused Truancy Throwing snow or snowballs on school property Falsification of records, hall passes, written documents, etc.) Possession of lighters / matches Failure to register medication. Pushing and shoving / Verbal intimidation / minor threats
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B. Disciplinary Options/Responses

The student shall be immediately referred to the Building Administrator for appropriate disciplinary action. At the discretion of the administrator to whom the student is referred, a conference with the student's parents or legal guardians may be held. In addition, the student may be assigned to Lunch detention or in-school suspension. The student may also be suspended from school subject to the restrictions set forth herein.

In all cases when the student is suspended, or where more severe sanctions are contemplated, the student's parents or legal guardian and the Superintendent shall be immediately notified in writing.

The Building Administrator shall maintain a proper and accurate record of the offense and the disciplinary action taken.

Level IIIA. Classification of Offenses

Level III offenses may result from the continuation of unmodified Level I or Level II misconduct. This classification of offenses shall also include, but shall not be limited to:

- Failure to comply with level 2 consequence / discipline
- Destruction of school property
- Theft/attempted theft/receiving stolen property
- Possession of firecrackers
- Breaking / entering (locker, classroom, book bag cabinets, etc.)
- Pornographic or hate material
- Misuse of computers/internet policy/ or other systems.
- Racial slurs
- Violating the rights of others
- Throwing objects in the cafeteria
- Serious threats to person, family and/or property
- Indecent exposure
- Falsely accusing another

B. Disciplinary Options/Responses

The student shall be immediately referred to the Building Administrator for appropriate disciplinary action. The administrator to whom the student has been referred shall investigate the reported Level III offense and confer with the professional staff. The administrator shall meet with the student to discuss the misconduct and to inform the student that he/she shall be suspended, and with respect to a student involved in Level III Offenses with controlled substances, look-alike drug, prescription drugs, or alcoholic beverages, that an expulsion hearing may be held. This classification of offense may require the intervention of law enforcement authorities.

In all cases of Level III misconduct a student's parent or legal guardian and the Superintendent shall be immediately notified in writing of the offense and disciplinary response.

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The Building Administrator shall maintain a proper and accurate record of the offense and the disciplinary action taken.

Level IV

A. Classification of Offenses

Level IV offenses may result from the continuation of unmodified lower level misconduct. Level IV offenses shall also include acts resulting in violence to persons or property, or which pose a direct threat to the safety of others within the school.

This classification of offense, the severity of which may require removal of the student from the school, the intervention of law enforcement authorities, and/or action by the Board of School Directors, shall include but not be limited to:

- Use of tobacco / possession of tobacco
- Fighting or physical abuse of others
- Starting or involved in a food fight
- Gambling
- Incitement to riot
- Possession/sale of stolen property
- Vandalism
- Sexual harassment

B. Disciplinary Options/Responses

The student shall be immediately referred to the Building Administrator for appropriate disciplinary action. The administrator to whom the student has been referred shall immediately investigate and verify the Level IV offense, confer with the staff members involved, and meet with the student to discuss the misconduct.

The student shall be issued a suspension from school, and the student's parent or legal guardian shall be immediately notified in writing. The Building Administrator shall promptly notify the Superintendent of the School District, and prepare a complete report.

Subsequent disciplinary measure shall include extension of the suspension period, for a period not in excess of ten (10) consecutive days, with or without a recommendation for further action by the Board of School Directors. Disciplinary actions may further include expulsion by the Board of School Directors, following a formal hearing as provided herein, and/or notification of law enforcement authorities.

Level V

A. Classification of Offenses

Level V offenses may result from the continuation of unmodified lower level misconduct. Level V offenses shall also include serious acts of conduct resulting in violence to persons or property, or which pose a direct threat to the safety of others within the school.

This classification of offense, the severity of which will require removal of the student from the school, the intervention of law enforcement authorities, and/or action by the Board of School Directors, shall include but not be limited

