

## **STUDENT DISCIPLINE POLICY**

Adopted: September 18, 1984

Revised: November 26, 2018

Reviewed: July 20, 2020

### **I. STATEMENT OF POLICY**

The School Board recognizes that individual responsibility and mutual respect are essential components of the education process. The School Board further recognizes that all students are entitled to learn and receive an education in a setting which promotes self-control and respect of self, others, and property.

To that end, the district expectation is that students conduct themselves in a manner appropriate to maintain a climate in which learning may take place. The expectation and encouragement of proper student conduct is necessary to facilitate the education process and to create an atmosphere conducive to high student achievement. The policy, however, must also balance the rights, safety, security and opportunities of other students to provide a positive learning environment for all.

It is the position of the school district that a fair and equitable district-wide student discipline policy will contribute to the quality of the student's educational experience. This discipline policy is adopted in accordance with and subject to the Minnesota Pupil Fair Dismissal Act.

### **II. DISTRICT EXPECTATIONS**

The ROCORI Student Discipline Policy is built upon the principles of a restorative approach to interaction. It recognizes that students will make mistakes and that consequences are a natural outcome of mistakes. The district discipline policy, which helps to support an appropriate educational setting, provides opportunities for students to learn from their choices and grow as individuals.

The foundational elements and concepts of the restorative approach include the behaviors of being

Tolerant—"To recognize and respect rights, opinions or practices"

Open—"Setting aside judgment, willing to discuss, approachable, accessible"

Appropriate—"Suitable, fitting, honorable"

Direct—"Straightforward, frank, candid"

Respectful—"Courteous, civil, caring"

Accepting—"To receive as satisfactory or adequate"

Positive—"Friendly, welcome"

Prepared—"Understand, ready to go"

### **III. BEHAVIORS SUBJECT TO DISCIPLINARY ACTION**

The following are examples of unacceptable behavior subject to disciplinary action by the school district.

- A. Violations against property including, but not limited to,
  - damage to or destruction of school property or the property of others,
  - arson, breaking and entering, theft, possession of stolen property, extortion, trespassing, unauthorized usage, or vandalism;
  - violation of directives or guidelines relating to school lockers,
- B. Actions which cause or could cause injury to the student or other persons or which otherwise endangers the health, safety, or welfare of teachers, students, other school district personnel, or other persons.
- C. Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the education process.
- D. Acts disruptive of the education process, including, but not limited to:
  - Disobedience, disruptive or disrespectful behavior, defiance of authority, insolence, insubordination, failure to identify oneself, improper activation of fire alarms or bomb threats, or the staging and reporting of dangerous or hazardous situations that do not exist.
  - Disrespectful, profane or obscene words, symbols, acronyms or language, whether oral or written related to teachers, school district personnel, students, volunteers, or other visitors;
  - Opposition to authority.
- E. Chemical use issues including, but not limited to:
  - Using, possessing, distributing or being under the influence of tobacco, tobacco related devices, electronic cigarettes, alcohol or other intoxicating substances, narcotics and/or other controlled substances and/or drug paraphernalia.
- F. Attendance Issues including truancy, absenteeism, tardiness, skipping classes, or leaving school grounds without permission.
- G. Actions relating to school records including falsification of any records, documents, notes or signatures; tampering with, changing, or altering records or documents of the school district by any method.
- H. Academic violations including scholastic dishonesty, cheating, or plagiarism.
- I. Violation of school rules, regulations, policies or procedures.
- J. Violation of any local, state, or federal law as appropriate.

- K. Verbal assaults or verbally abusive behavior including, but not limited to, use of words, symbols, acronyms or language, whether oral or written, that are discriminatory, abusive, obscene, threatening, intimidating, degrading to other people, or threatening to school property.

Any student who engages in any of these activities shall be disciplined in accordance with this policy. This policy applies to all school buildings, grounds and property. School-sponsored activities, functions or trips, school bus stops, school buses, school vehicles, or any other vehicles approved for school district purposes, are considered to be extensions of the school.

This policy also applies to any student whose conduct at any time or in any place interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students or employees.

#### **IV. DISCIPLINARY ACTION OPTIONS**

It is the general policy of the school district to utilize progressive discipline to the extent reasonable and appropriate based upon the specific facts and circumstances of student misconduct.

At a minimum, violation of school district rules, regulations, policies or procedures will result in discussion of the violation and a verbal warning. The school district shall, however, impose more severe disciplinary sanctions for any violation, including exclusion or expulsion, if warranted by the student's misconduct, as determined by the school district.

Disciplinary action may include:

- A. Remove access to articles, objects and devices that are disruptive to the educational process;
- B. Remove from class;
- C. Student conference with teacher, principal, counselor or other school district personnel, and verbal or written warning;
- D. Parent contact;
- E. Parent conference;
- F. Detention, restriction, or loss of privileges;
- G. In-school suspension;
- H. Referral to in-school support services;
- I. Modified school program, including the school day, week, and year.
- J. Suspension from extracurricular activities;
- K. Financial restitution;

- L. Referral to community resources or outside agency services;
- M. Referral to police, other law enforcement agencies, or other appropriate authorities;
- N. Out-of-school suspension, expulsion or exclusion under the Pupil Fair Dismissal Act;
- O. Assignment to alternative program;
- P. Petition County Court for juvenile delinquency adjudication;
- Q. Assignment to Area Learning Center;
- R. Transfer to another school within the district;
- S. Preparation of an admission or readmission plan;
- T. Other disciplinary action as deemed appropriate by the school district.

**V. NOTIFICATION OF POLICY VIOLATIONS**

Notification of any violation of this policy and resulting disciplinary action shall be as provided herein, or as otherwise provided by the Pupil Fair Dismissal Act or other applicable law. The teacher, principal or other school district official may provide additional notification as deemed appropriate.

**VI. STUDENT DISCIPLINE RECORDS**

It is the policy of the school district that complete and accurate student discipline records be maintained. The collection, dissemination, and maintenance of student discipline records shall be consistent with applicable school district policies and federal and state law, including the Minnesota Government Practices Act, Minn. Stat. Chapter 13.

**VII. DISABLED STUDENTS**

Students who are currently identified as disabled under IDEA or Section 504 will be subject to the provisions of this policy providing that their violations are not a direct result of their disabling condition unless an educational program has specified a necessary modification.

**VIII. BUILDING DISCIPLINE PLANS**

Each building principal is responsible for development and implementation of the building discipline plan in consultation with staff, parents, and students.

The principal of each school building shall annually review the building level discipline plan and present it to the School Board prior to the start of the school year. Each building discipline plan shall be in compliance with the district Student Discipline Policy.

**IX. AREAS OF RESPONSIBILITY**

- A. **The School Board:** The School Board holds all school personnel responsible for the maintenance of order within the school district and supports all personnel acting within

the framework of this discipline policy. The School Board holds responsibility to act on issues of or recommendations for serious disciplinary situations such as expulsion.

- B. **Superintendent:** The superintendent shall establish guidelines and directives to carry out this policy, hold all school personnel, students and parents responsible for conforming to this policy, and support all school personnel performing their duties within the framework of this policy.
- C. **Principal:** The school principal is given the responsibility and authority to formulate building rules and regulations necessary to enforce this policy, subject to final School Board approval. The principal shall give direction and support to all school personnel performing their duties within the framework of this policy. The principal shall consult with parents of students conducting themselves in a manner contrary to the policy. The principal may also involve those agencies appropriate for assisting students and parents.
- D. **Teachers:** All teachers shall be responsible for providing a well-planned teaching/learning environment and shall have primary responsibility for student conduct with appropriate assistance from the administration. All teachers shall enforce the Code of Ethics for Students.
- E. **Other School District Personnel:** All school district personnel shall be responsible for contributing to the atmosphere of mutual respect within the school. Their responsibilities relating to student behavior shall be as authorized and directed by the superintendent or principal.
- F. **Parents or Legal Guardians:** Parents and guardians shall be held responsible for the behavior of their children as determined by law and school district expectations. They are expected to cooperate with school authorities and to participate regarding the behavior of their children.
- G. **Students:** All students shall be held individually responsible for their behavior and for adhering to the Code of Ethics for Students and this policy.

#### X. **DISTRIBUTION OF POLICY**

Copies of this discipline policy shall be distributed to all students and parents at the commencement of each school year and to all new students and parents upon enrollment. The ROCORI School District provides access to policies through the district website. This policy shall also be available upon request in each principal's office.