

TRUMBULL PUBLIC SCHOOLS
BOARD OF EDUCATION
POLICY MANUAL

SECTION: **5000**
CATEGORY: **Students**
POLICY CODE: **5131/Student Standard
of Conduct**

STUDENT STANDARD OF CONDUCT

Policy Statement

The Trumbull Board of Education expects the highest standards of conduct from all its students at all times, whether in school, out of school, or at a school-sponsored activity. The District promotes an educational environment that is safe, healthy, and conducive to learning, allowing students to pursue opportunities for growth and achieve their full potential. Students, parents/guardians, and staff have the right to expect mutual courtesy, respect, fair and equitable treatment, and to be informed of their respective rights and responsibilities. These expectations emphasize that proper student behavior is obligatory and that conduct incompatible with the educational process is unacceptable.

Students who infringe on the rights of others, or who violate school policies and regulations, will be subject to corrective disciplinary action including, consistent with relevant state and federal statutes, removal from class, transfer to another class or school, suspension from school, and/or expulsion from school. The District is committed to upholding the use of mandatory expulsion proceedings where applicable under State law with respect to conduct committed on or off school grounds which has been identified by the Legislature of the State of Connecticut as incompatible with the educational process in our schools.

Whenever a disciplinary measure is employed, it shall be fair, reasonable, and consistent. No student shall be suspended, excluded, or otherwise disciplined on the basis of race, color, religious creed, religion, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including but not limited to present or past history of mental disability, intellectual disability, learning disability, or physical disability, including but not limited to blindness), genetic information, or any other basis prohibited by Connecticut State and/or Federal non-discrimination laws.

In order to provide this positive school atmosphere and to implement effectively the standards of conduct contained in this policy, the cooperation and mutual support of every facet of the school community, including staff, students, parents and/or guardians, is essential.

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Revised: 3/1992, 1/1994, 7/1995,
10/1998, 2/13/2007, 3/16/2010,
8/21/2012, 2/16/2016, 11/21/2017,
8/27/2019, 5/26/2020

References

- Connecticut Public Act 10-111, “An Act Concerning Education Reform in Connecticut”

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- Connecticut Public Act 14-229, “An Act Concerning the Expungement of a Pupil’s Education Record for Certain Expulsions”
- Connecticut Public Act 15-96, “An Act Prohibiting Out-of-School Suspensions and Expulsions for Students in Preschool and Grades Kindergarten to Two”
- Connecticut Public Act 16-147: “An Act Concerning the Recommendations of the Juvenile Justice Policy and Oversight Committee”
- Connecticut Public Act 19-91, “An Act Concerning Various Revisions and Additions to the Education Statutes”

- Connecticut General Statutes §§ 4-177 through 4-180, 10-233a through 10-233f

- P.L. 108-446 The Individuals with Disabilities Education Improvement Act of 2004

- Individuals with Disabilities Education Act, 20 U.S.C. §1400 et seq.

- Rehabilitation Act of 1973, Section 504, 29 U.S.C. §794

- 20 U.S.C. §6301 et seq. The No Child Left Behind Act

- Trumbull Board of Education Policy Code 5113: High School Attendance / Loss of Credit
- Trumbull Board of Education Policy Code 5113.1: Attendance Grades K-8
- Trumbull Board of Education Policy Code 5131.1: Student Conduct on School Buses
- Trumbull Board of Education Policy Code 5131.6: Student Use and Possession of Smoking Products, Tobacco Products, Drugs, and Alcohol
- Trumbull Board of Education Policy Code 5131.91: Hazing
- Trumbull Board of Education Policy Code 5131.911: Bullying and Teen Dating Violence Prevention and Intervention
- Trumbull Board of Education Policy Code 5132: Student Dress
- Trumbull Board of Education Policy Code 5145.5: Sexual Harassment of Students
- Trumbull Board of Education Policy Code 6141.321: Student Network/Internet Use
- Trumbull Board of Education Policy Code 6141.328: Bring Your Own Device (BYOD) and Protocol for the Use of Technology
- Trumbull Board of Education Policy Code 6164.11: Drug and Alcohol Use or Possession by Students

Regulations

The Trumbull Board of Education recognizes that order in the classroom, school, and at school functions is a necessary prerequisite for learning. If students seriously disrupt the educational process, endanger themselves or others, or commit conduct which is incompatible with the educational process, on or off school grounds, it may become necessary to exclude them from the classroom and/or school setting.

I. Conduct Leading to Disciplinary Action

Students may be subject to disciplinary action including suspension or expulsion for conduct on or off school property, on school transportation, at bus stops, or at a school-sponsored activity that endangers persons or property, is seriously disruptive of the educational process, or that violates a policy of the Board of Education. Such conduct includes, but is not limited to, those behaviors found in the Code of Conduct Disciplinary Chart. (See Appendix.) This chart will be included in the Trumbull Public Schools Policy Handbook distributed to all families. It is virtually impossible to anticipate every type of infraction; therefore, the administration reserves the right to address any other infractions not specified in this policy.

II. Disciplinary Actions

Parents/guardians, staff, and students are hereby notified that the appropriate consequence will be determined on a case-by-case basis. Depending on the situation, the severity of the offense, the student's level of involvement in the offense, the student's prior record (for discipline and attendance), and the level of cooperation exhibited by the student at the time of the investigation, the consequence may vary within the Code of Conduct Disciplinary Chart.

The designated administrator will do preliminary fact finding to determine the nature and severity of the offense. An informal hearing will be conducted with the student reported for a violation of a policy of the Board of Education as well as with other students who have knowledge of the incident.

At the high school level, situations requiring additional investigation and attention will involve the office of the Dean of Students.

A. Removal

A student may be removed from class if he/she causes a serious disruption of the educational process within the classroom, provided no student shall be removed from class more than six (6) times in any school year nor more than two (2) times in one week, unless such student is referred to the building principal or his/her designee. If the disruption is significant enough to require referral to the principal, an Early Intervention Team (EIT) meeting will be convened to seek ways to remedy the situation.

Each school shall designate a supervised area to which teachers shall send students who are removed from the classroom. The principal or his/her designee shall be notified

immediately of the name of the student removed and the reason for the removal. The principal will determine if the parent/guardian needs to be contacted to assist with interventions to improve student behavior.

B. Suspension

1. A student may be assigned an in-school suspension if his/her conduct endangers persons or property, is seriously disruptive of the educational process, or violates a policy of the Board of Education. No student shall be placed in in-school suspension without an informal hearing before the principal or his/her designee.
2. A student may be assigned an out-of-school suspension if his/her conduct on school grounds or at a school-sponsored activity endangers persons or property, is seriously disruptive of the educational process, or violates a policy of the Board of Education. A student may also be assigned an out-of-school suspension if his/her conduct off school grounds violates a policy of the Board of Education and is seriously disruptive of the educational process. No student shall be placed in out-of-school suspension without an informal hearing before the principal or his/her designee.
3. All suspensions shall be in-school suspensions unless the administration determines, for any student enrolled in grades three through twelve, inclusive, that (a) the student being suspended poses such a danger to persons or property or such a disruption of the educational process that the student shall be excluded from school during the period of suspension; or (b) that an out-of-school suspension is appropriate based on evidence of previous disciplinary problems that have led to suspensions or expulsion of the student and efforts by the administration to address such disciplinary problems through means other than out-of-school suspension or expulsion, including positive support strategies.
4. A student enrolled in grades preschool to two, inclusive, may be given an out-of-school suspension if it is determined by the administration that such a suspension is appropriate based on evidence that the student's conduct on school grounds is of a violent or sexual nature that endangers persons. In addition, a person's duty as a mandated reporter to report suspected child abuse, neglect, or sexual assault is not limited by this section.
5. A student may be suspended from transportation service and/or from school if his/her conduct while on the bus or awaiting transportation to and from school endangers persons or property or violates a policy of the Board of Education.
6. In determining the length of the suspension period, the administration may consider evidence of past disciplinary problems that have led to removal from a classroom, suspension, and/or expulsion of a student.
7. Whenever administration seeks to impose a suspension period on a student with a disability requiring special education or accommodations, the administrator shall

determine the number of days of an in-school suspension or suspensions already imposed on said student during the school year, and to initiate compliance with State and Federal special education laws and regulations with respect to holding an Individualized Education Program (IEP) team or 504 team meeting if necessary.

8. Whenever a student is suspended, the principal or his/her designee shall notify the parent/guardian in a timely manner with the reasons which led to the student's suspension.
9. Whenever a student is suspended, the principal or his/her designee shall, within twenty-four hours, notify the Superintendent or his/her designee, in writing, of the name of the student and the reasons for disciplinary action.
10. Any student who is suspended shall be given a reasonable opportunity by the teacher to complete any class work including, but not limited to, quizzes, tests, or examinations that such student missed during the period of suspension.
11. Whenever a student is suspended, notice of the suspension and conduct for which the student was suspended shall be included on the student's cumulative education record, and shall be expunged only if the student graduates from high school. The Connecticut State Department of Education requires all in-school and out-of-school suspensions to be reported annually on the mandated ED166 form.

C. Expulsion

1. An impartial hearing officer or an impartial hearing board, as provided by State Statute, may expel any student in grades three to twelve, inclusive, whose conduct on school grounds or at a school-sponsored activity is violative of a publicized policy of the Board of Education and either seriously disruptive of the educational process or endangering to persons or property, or whose conduct off school grounds is violative of such policy and is seriously disruptive of the educational process.
2. In considering whether a student's conduct is seriously disruptive of the educational process, the administration may consider, but such consideration shall not be limited to:
 - a. an incident occurring within close proximity of a school;
 - b. an incident that was premeditated;
 - c. involvement of a gang member or any student(s) acting in concert with other students;
 - d. conduct involving violence, threats of violence, the unlawful use of a weapon, or any injuries;
 - e. conduct involving the use of alcohol or drugs;
 - f. conduct involving bullying.

3. Expulsion proceedings shall be required, except as provided in Regulation #10 below, whenever there is reason to believe that any student in grades preschool through grade twelve, inclusive:
 - a. on school grounds or at a school-sponsored activity was in possession of a firearm, deadly weapon, dangerous instrument, or martial arts weapon; or
 - b. off school grounds, unlawfully possessed a firearm, or possessed and used a firearm, deadly weapon, dangerous instrument or martial arts weapon in the commission of a crime; or
 - c. on or off school grounds, offered for sale or distribution a controlled substance whose manufacture, distribution, sale, prescription, dispensing, transporting with intent to sell or dispense, offering, or administering is subject to criminal penalties under applicable laws of the State of Connecticut.

Any student in grades preschool through grade twelve, inclusive, found by an impartial hearing officer or an impartial hearing board, as provided by State Statute, to have committed such conduct shall be expelled for one calendar year. An impartial hearing officer or an impartial hearing board, as provided by State Statute, may modify the period of expulsion for a student on a case-by-case basis.

Unless an emergency exists, no student shall be expelled without a formal hearing conducted by an impartial hearing officer or an impartial hearing board as provided by State Statute. If such emergency exists, such a hearing shall be held as soon after the expulsion as possible. The Superintendent or his/her designee shall notify the parent/guardian of any student expelled within twenty-four hours of the decision.

4. In determining the length of the expulsion and the nature of the alternative educational opportunity to be provided to the student during the period of any expulsion imposed, an impartial hearing officer or an impartial hearing board, as provided by State Statute, may consider evidence of past disciplinary problems which have led to removal from a classroom, suspension, or expulsion of the student.
5. Any student under sixteen (16) years of age, and any student between the ages of sixteen (16) and eighteen (18) expelled for the first time, shall be offered an alternative educational opportunity during any period of expulsion imposed, which shall be equivalent to alternative education, as defined by the Connecticut State Department of Education, with an individualized learning plan, provided the parent(s)/guardian(s) of such student who does not choose to have his/her child enrolled in an alternative education program shall not be subject to this provision.
6. The alternative educational opportunity for any student over the age of sixteen (16) may include placement in an adult education program. Any student between the ages of sixteen (16) and eighteen (18) who has previously been expelled from school, and any student over the age of eighteen (18) at the time of expulsion may be offered an alternative educational opportunity at the sole discretion of the Superintendent or his/her designee.

7. If a student is in possession or is expelled for possession of a firearm, deadly weapon, dangerous instrument, or martial arts weapon on school grounds or at a school-sponsored activity, the principal or his/her designee shall report the violation to the Trumbull Police Department or other appropriate authority.
8. If a student is found in possession of or is expelled for offering a controlled substance for sale or distribution on school grounds or at a school-sponsored activity, the principal or his/her designee shall report the violation to the Trumbull Police Department or other appropriate authority. The principal or his/her designee shall refer the student to an appropriate State or local agency for rehabilitation, intervention, or job training, or any combination thereof, and inform the agency of that referral.
9. Whenever a student is expelled, notice of the expulsion and the conduct for which the student was expelled shall be included on the student's cumulative educational record, and, except for notice of an expulsion for possession of a firearm or deadly weapon, shall be expunged from the student's record if the student graduates from high school. The Connecticut State Department of Education requires all expulsions to be reported annually on the mandated ED166 form.
10. Prior to conducting an expulsion hearing for a student requiring special education and related services, the student's Planning and Placement Team shall convene to determine whether misconduct was caused by the disability. If it is determined that the misconduct was caused by the disability, the student shall not be expelled. If it is determined that the misconduct was not caused by the disability, the expulsion hearing may proceed. Notwithstanding the provisions above relating to the provision of an alternative educational opportunity to students who are expelled from school, whenever a student requiring special education and related services is expelled, an alternative educational opportunity consistent with the student's educational needs and applicable State and Federal laws shall be provided during the period of expulsion.
11. Any expelled student may apply to the Superintendent of Schools or his/her designee for early readmission to school. The decision to grant or deny the student's request for readmission shall be at the sole discretion of the Superintendent of Schools or his/her designee, who may grant readmission conditioned on specified criteria.

III. Readmission of Student from a Residential Placement

An expelled student who has participated in a diversionary program or has been detained in a juvenile detention center, the Connecticut Juvenile Training School, or any other residential placement, for one year or more, shall be permitted to return to the appropriate school setting within the District. Further, the District shall not expel the student for any additional time for the offense(s).

IV. Off-Campus Misconduct

Students and parents/guardians are hereby notified that, in addition to the offenses listed under Sale/Distribution of Drugs/Weapons Offenses for which students must be expelled from school, students may also be expelled from school if their conduct off school grounds both violates a policy of the Trumbull Board of Education and is seriously disruptive of the educational process.

In considering whether a student's conduct is seriously disruptive of the educational process, the administration may consider, but such consideration shall not be limited to, the following factors: (1) whether the incident occurred within close proximity of a school; (2) whether other students from the school were involved or whether there was any gang involvement; (3) whether the conduct involved violence, threats of violence, or the unlawful use of a weapon, as defined in Connecticut General Statutes, and whether any injuries occurred; and (4) whether the conduct involved the use of alcohol or drugs.

V. Discipline of Students with Disabilities

Students identified as having disabilities under either the Individuals with Disabilities Education Act ("IDEA") or §504 of the Rehabilitation Act may be suspended from school or assigned to in-school suspension for up to ten (10) days in any given school year under the same conditions that would lead to the suspension of any other student of the Trumbull Public Schools. If the Administration proposes disciplinary action which would lead to the exclusion of a student with a disability for more than ten (10) days in any given school year, including further suspensions or expulsion, the school must convene a meeting of the student's IEP team to determine whether the student's conduct was a manifestation of his/her disability before imposing such disciplinary action. Students with disabilities and parents/guardians of students with disabilities should consult the Procedural Safeguards in Special Education given to parents/guardians at every IEP team meeting or available from the Office of Pupil Personnel Services for more details on this process.

VI. Conduct Leading to Disciplinary Action

Students may be subject to disciplinary action including suspension or expulsion for conduct on or off school property, on school transportation, or at a school-sponsored activity that endangers persons or property, is seriously disruptive of the educational process, or that violates a policy of the Board of Education. Such conduct includes, but is not limited to the following:

1. Willfully striking or assaulting a student, a member of the school staff, or any other individual;
2. Theft, attempted theft, or possession of stolen goods;
3. Use of obscene or profane language or gestures directed towards a student or member of the school staff;
4. Commission of an act of discrimination or harassment toward any student or school staff member based on race, color, religious creed, religion, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including but not limited to present or past history of mental disability, intellectual

- disability, learning disability, or physical disability, including but not limited to blindness), genetic information, or any other basis prohibited by Connecticut State and/or Federal non-discrimination laws;
5. Violation of smoking/tobacco product use, dress, or transportation regulations;
 6. Deliberate refusal to obey an order or directive from a member of the school staff, or disruptive classroom behavior;
 7. Deliberate refusal by a student to identify himself/herself to a staff member when asked;
 8. A walk-out from or sit-in within a classroom or school building;
 9. Blackmailing, threatening, or intimidating school staff or students;
 10. Possession of any weapon, deadly weapon, pistol, knife, blackjack, bludgeon, metal knuckles, B.B. or pellet gun, explosive device, firearm, whether loaded or unloaded, whether functional or not, or any other dangerous object or facsimile or replica thereof;
 11. Unauthorized entrance into any school building or aiding or abetting an unauthorized entrance;
 12. Possession or ignition of any fireworks or other explosive materials, or ignition of any material causing fire;
 13. Violation of the Trumbull Student Network/Internet Use policy, Policy Code 6141.321;
 14. Unauthorized possession, sale, distribution, offering for sale or distribution, or consumption of a controlled substance, drug, narcotic, or alcoholic beverage. Controlled substances, drugs and narcotics may include but are not limited to amphetamine-type, barbiturate-type, cannabis-type, cocaine-type, hallucinogenic, morphine-type, and other stimulant and depressant drugs, and in addition those substances known as Methaqualone. Unauthorized use or possession of such substances shall mean use or possession without a valid prescription.
 15. Possession of paraphernalia used or designed to be used in the consumption, sale, or distribution of dangerous drugs or narcotics, as defined in sub-paragraph (14) above;
 16. Willful destruction of real, personal or school property, such as cutting, defacing, or otherwise injuring property in any way;
 17. Accumulation of minor offenses such as school and class tardiness, class or study hall cutting, or failure to attend detention;
 18. Trespassing on school grounds while on out-of-school suspension or expulsion;
 19. Falsely reporting an incident (such as “bomb threat” or “tampering with a fire alarm”) to schools or to police;
 20. Repeated and/or intentional defiance of school rules and the valid authority of teachers, supervisors, or administrators;
 21. Repeated and/or intentional defiance of student transportation rules;
 22. Class truancy and leaving school without permission;
 23. Any other violation of school rules or regulations or a series of violations that makes the presence of the student in school seriously disruptive of the educational process.

VII. Definitions

- a. “Dangerous instrument” includes, but is not limited to, any instrument, article, or substance which, under the circumstance in which it is used or attempted or threatened to be used, is capable of causing serious physical injury or death.

- b. “Deadly weapon” includes, but is not limited to, any weapon, whether loaded or unloaded, from which a shot may be discharged, and is designed for violence capable of inflicting serious bodily harm or death, or is a deadly weapon regardless of whether the shot is discharged with gunpowder, or a switchblade knife, gravity knife, billy, blackjack, bludgeon, or metal knuckles.
- c. “Destructive device” includes, but is not limited to, any explosive, incendiary, or poison gas bomb, grenade, or similar device, or any combination of parts from which such a device may be readily assembled.
- d. “Detention” means denial of the right to leave at dismissal. The student will remain under the supervision of a teacher and/or administrator. Parents/guardians will be given 24 hours notice of detention by the teacher/administrator.
- e. “Detention Saturday Morning,” at the high school level, means that students who demonstrate a pattern of misconduct or misbehavior can receive a Saturday Morning Detention given by an administrator.
- f. “Emergency” means any situation under which the continued presence of the student in school poses such a danger to persons or property or such a disruption to the educational process that the student may be immediately excluded from school, with a hearing scheduled as soon after the exclusion of the student as possible.
- g. “Exclusion” means any denial of school privileges to a student for disciplinary purposes.
- h. “Expulsion” means an exclusion from school privileges of any student in grades three to twelve, inclusive, for more than ten (10) consecutive school days, provided such exclusion shall not extend beyond one calendar year. Such period of expulsion may extend into the school year following the school year in which the exclusion was imposed.
- i. “Facsimile of a firearm” means any nonfunctional imitation of an original firearm or any nonfunctional representation of a firearm other than an imitation of an original firearm, provided such representation could reasonably be perceived to be a real firearm.
- j. “Firearm” means any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, any firearm muffler or firearm silencer, or any destructive device.
- k. “Formal hearing” means a hearing before an impartial hearing officer or an impartial hearing board conducted pursuant to Sections 10-233d, 4-176e to 4-180a and 4-181a of the Connecticut General Statutes.
- l. “Informal hearing” means an opportunity for the student to meet with an administrator, be informed of the reasons for the disciplinary action proposed, and be given an opportunity to explain the situation orally and/or in writing.
- m. “In-school suspension” means an exclusion from regular classroom activity for no more than ten (10) consecutive school days, but not exclusion from school. Such exclusion shall not extend beyond the end of the school year in which such in-school suspension was imposed, and provided further that no pupil shall be placed in in-school suspension more than fifteen (15) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion.
- n. “Martial arts weapon” includes, but is not limited to, a nunchaku, kama, kasari-fundo, octagon sai, tonfa, or Chinese star.

- o. “Police referral” means Police will be notified of the behavior and necessary action will be taken.
- p. “Removal” means an exclusion of a student from a classroom for all or part of a single class period, provided such exclusion shall not extend beyond ninety (90) minutes.
- q. “School-sponsored activity” means any activity sponsored, recognized, or authorized by the Board and includes activities conducted on or off school property.
- r. “Seriously disruptive of the educational process” describes but is not limited to describing: an incident occurring within close proximity of a school; an incident that was premeditated; involvement of a gang member or any student(s) acting in concert with other students; conduct involving violence, threats of violence, the unlawful use of a weapon, or any injuries; conduct involving the use of alcohol or drugs; or conduct involving bullying.
- s. “Suspension” means an exclusion from school privileges or from transportation services for no more than ten (10) consecutive school days, provided such exclusion shall not extend beyond the end of the school year in which suspension was imposed, and further provided no student shall be suspended more than ten (10) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion, unless such student is granted a formal hearing.
- t. “Teacher Intervention” means discipline without administrative intervention. This may include such actions as conferences, parent/guardian contacts, warnings, detentions, loss of privileges, removal from class, etc.

VIII. Coordination with Other Agencies

- 1. Where potential violations of criminal law may have occurred as a result of a student’s conduct, the designated investigating administrator shall notify the appropriate law enforcement agency.
- 2. Where a middle school or high school student under the age of eighteen (18) has committed a non-violent misdemeanor act, the designated investigating administrator may offer to the student and his/her parent(s)/guardian(s) the option of referral to the local Juvenile Review Board (JRB), which uses principles from balanced and restorative justice to strengthen a juvenile’s ties to the community by providing support and positive role models to encourage positive community behavior. Participation in the JRB process is voluntary and the student must meet the criteria of the JRB; if the student does not participate in the JRB process, or does participate but does not complete the JRB recommendations, then school-based discipline will be imposed.

**TRUMBULL PUBLIC SCHOOLS
CODE OF CONDUCT DISCIPLINARY CHART**

PREFACE

This policy provides only a summary of the rules governing student disciplinary procedures used in the Trumbull Public Schools, and is based upon the policies of the Trumbull Board of Education. The Code of Conduct Disciplinary Chart provides a clear, concise description of student offenses, penalties, and procedures for handling disciplinary problems. However, it is virtually impossible to anticipate every type of infraction. Therefore, the Administration reserves the right to address any other infractions not specified in this chart. All disciplinary actions need to reflect the Administration's ability to use best practices and professional judgment under the recognized disciplinary administrative due process guidelines. A copy of the policies of the Trumbull Board of Education, including this policy, can be viewed at the office of the Superintendent of Schools, in the main office at each school and online at www.trumbullps.org. Students are held responsible for their actions and for compliance with both this policy and the policies of the Trumbull Board of Education.

In the Trumbull Public Schools, the following chart shall be used in determining the appropriate disciplinary consequence for a given violation of Board policy. Parents/guardians, staff, and students are hereby notified that the appropriate consequence will be determined on a case-by-case basis, and that, depending on the situation, the severity of the offense, the student's level of involvement, the student's prior record for discipline, academics, and attendance, and the level of cooperation exhibited by the student at the time of the investigation, the consequence may vary within these guidelines. The Administration and the Trumbull Board of Education reserve the right to impose disciplinary consequences up to and including expulsion, depending on the severity of the offense.

Repeat infractions or a course of conduct in any of the categories will result in more severe disciplinary action, including possible expulsion, which may include referral to school and community resources. Where appropriate, guidance counselors or other support staff will be actively involved in all cases. Chronic or particular offenses, in conjunction with administrative review of the student's record, may cause a student to be referred to the Early Intervention Team, PPT/IEP Team, §504 Team, or a Student Assistance Team (SAT) for review of the student's need for additional types of assistance and in extreme cases be recommended for expulsion from school.

SALE/DISTRIBUTION OF DRUGS / WEAPONS POSSESSION

Students and parents/guardians are hereby notified that, pursuant to State law, students who offer a controlled substance for sale or distribution either on or off school grounds, students who are found in possession of a firearm, deadly weapon, or dangerous instrument on school grounds or at a school-sponsored activity, and students who are found to have used a weapon in the commission of a crime either on or off school grounds must be brought before an impartial hearing officer or an impartial hearing board, as provided by State Statute, for an expulsion hearing. If the student is found to have committed one of these offenses, the student will be expelled from school for one full calendar year, provided that the an impartial hearing officer or impartial hearing board may modify the period of expulsion on a case-by-case basis. In addition, it is the policy and practice of the Trumbull Public Schools for the Administration to recommend the immediate expulsion of any student in grades three to twelve, inclusive, found in possession of and/or using a controlled substance on school grounds or at a school-sponsored activity, including transportation.

Appendix: Code of Conduct Disciplinary Chart

**SECTION I
RESPECT FOR ORDERLY TEACHING/LEARNING ENVIRONMENT**

EXAMPLES OF CONDUCT REQUIRING DISCIPLINE	DISCIPLINE OPTIONS	
Attire Inconsistent with Teaching/Learning Environment (Student Dress: Policy Code 5132)	<ul style="list-style-type: none"> • Teacher intervention • Administrative notification • Parent/guardian notification • Change of attire • Refer to counselor or support staff 	<ul style="list-style-type: none"> • Detention • Saturday Morning Detention (HS only) • 1-5 day in-school suspension • 1-10 day out-of-school suspension
Bringing Unauthorized Visitors to School	<ul style="list-style-type: none"> • Teacher intervention • Administrative/Security notification • Visitor must leave • Student is given a warning • Parent/guardian notification 	<ul style="list-style-type: none"> • Saturday Morning Detention (HS only) • 1-5 day in-school suspension • 1-10 day out-of-school suspension
Cafeteria Misbehavior	<ul style="list-style-type: none"> • Teacher/Security/Administrator intervention • Change seat location • Removal from lunch room • Detention • Parent/guardian notification 	<ul style="list-style-type: none"> • Saturday Morning Detention (HS only) • 1-5 day in-school suspension • 1-10 day out-of-school suspension and loss of cafeteria privileges for one week
Cutting Class	<ul style="list-style-type: none"> • Teacher intervention • Administrative notification • Refer to counselor or support staff • Detention • Parent/guardian notification 	<ul style="list-style-type: none"> • Saturday Morning Detention (HS only) • Consider alternate placement • 1-5 day in-school suspension • 1-10 day out-of-school suspension
Disruption of the Educational Process	<ul style="list-style-type: none"> • Teacher intervention • Security intervention • Parent/guardian Notification • Administrative notification • Detention • Refer to counselor or support staff • Consider alternate setting 	<ul style="list-style-type: none"> • Saturday Morning Detention (HS only) • 1-5 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible • Possible Police referral
Failure to Serve Detention	<ul style="list-style-type: none"> • Teacher intervention • Multiple Detentions • Administrative notification • Saturday Morning Detention (HS only) 	<ul style="list-style-type: none"> • 1-5 day in-school suspension • 1-10 day out-of-school suspension
Failure to Serve In-School Suspension	<ul style="list-style-type: none"> • Teacher intervention • Parent/guardian notification 	<ul style="list-style-type: none"> • 1-10 day out-of-school suspension

Appendix: Code of Conduct Disciplinary Chart

Gambling	<ul style="list-style-type: none"> • Teacher intervention • Security notification • Parent/guardian notification • Administrative notification • Refer to counselor or support staff 	<ul style="list-style-type: none"> • Written/verbal warning • 1-5 day in-school suspension • 1-10 day out-of-school suspension • Possible Police referral
Inappropriate Physical Contact	<ul style="list-style-type: none"> • Teacher intervention • Security intervention • Parent/guardian Notification • Administrative notification • Refer to counselor or support staff • Consider alternate setting 	<ul style="list-style-type: none"> • Detention • Saturday Morning Detention (HS only) • 1-10 day out-of-school suspension • Expulsion possible
Leaving School without Permission	<ul style="list-style-type: none"> • Teacher intervention • Administrative notification • Security notification • Parent/guardian notification • Refer to counselor or support staff 	<ul style="list-style-type: none"> • 1-5 day in-school suspension • 1-10 day out-of-school suspension • Possible Police Referral
Loitering/No Hallway Pass	<ul style="list-style-type: none"> • Teacher intervention • Administrative/Security notification • 1 detention • Saturday Morning Detention (HS only) 	<ul style="list-style-type: none"> • 1-5 day in-school suspension • 1-10 day out-of-school suspension
Possession of and Use of Electronic Devices (Policy Code 6141.328)	<ul style="list-style-type: none"> • Teacher intervention • Confiscation (to be returned to parent) • Parent/guardian Notification 	<ul style="list-style-type: none"> • Saturday Morning Detention (HS only) • 1-5 day in-school suspension for repeated offenses
Tardiness to Class/Homeroom (Attendance Grades K-8: Policy Code 5113.1; High School Attendance/Loss of Credit: Policy Code 5113)	<ul style="list-style-type: none"> • Teacher intervention • Parent/guardian notification • Administrative notification • Detention 	<ul style="list-style-type: none"> • Saturday Morning Detention (HS only) • 1-5 day in-school suspension • Potential loss of course credit
Tardiness to School (Attendance Grades K-8: Policy Code 5113.1; High School Attendance/Loss of Credit: Policy Code 5113)	<ul style="list-style-type: none"> • Teacher intervention • Verbal warning • Administrative notification • Parent/guardian notification /conference • Refer to social worker • Saturday Morning Detention (HS only) 	<ul style="list-style-type: none"> • 1-5 day in-school suspension • 1-10 day out-of-school suspension • Possible Juvenile Court referral • Potential loss of course credit
Trespassing	<ul style="list-style-type: none"> • Teacher intervention • Parent/guardian notification • Administrative notification • Security notification • Request to leave 	<ul style="list-style-type: none"> • Warning • Written/verbal warning • Possible Police referral • Recommend arrest

Appendix: Code of Conduct Disciplinary Chart

<p>Truancy from School (Attendance Grades K-8: Policy Code 5113.1; High School Attendance/Loss of Credit: Policy Code 5113)</p>	<ul style="list-style-type: none"> • Teacher intervention • Parent/guardian notification • Administrative conference • Refer to social worker 	<ul style="list-style-type: none"> • Referral to DCF • Follow State Statutes • Possible Juvenile Court referral • Possible loss of course credit
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**SECTION II
SAFETY, FREEDOM FROM FEAR**

EXAMPLES OF CONDUCT REQUIRING DISCIPLINE	DISCIPLINE OPTIONS	
<p>Arson, False Alarm, Bomb Threat</p>	<ul style="list-style-type: none"> • Administrative notification • Police/Fire Marshal referral • Refer to counselor or support staff 	<ul style="list-style-type: none"> • Parent/guardian notification • 10-day out-of-school suspension • Expulsion possible • Police/Fire report submitted
<p>Assault, Hazing, Bullying (Bullying and Teen Dating Violence Prevention and Intervention: Policy Code 5131.911; Hazing: Policy Code 5131.91)</p>	<ul style="list-style-type: none"> • Teacher intervention • Administrative notification • Parent/guardian notification • Refer to counselor or support staff 	<ul style="list-style-type: none"> • 1-5 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible • Possible Police referral
<p>Bus Misbehavior (Student Conduct on School Buses: Policy Code 5131.1)</p>	<ul style="list-style-type: none"> • Teacher/Coach/Administrative intervention • Verbal warning • Written warning • Assigned seat • Detention • Parent/guardian notification • 1-5 day in-school suspension 	<ul style="list-style-type: none"> • Suspension or revocation of bus privileges • 1-10 day out-of-school suspension • Consider expulsion from bus/school • Possible Police referral
<p>Fighting</p>	<ul style="list-style-type: none"> • Teacher intervention • Security notification • Parent/guardian Notification • Administrative notification • Refer to counselor or support staff 	<ul style="list-style-type: none"> • 1-5 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible • Possible Police referral
<p>Gang Colors, Decoration, or Attire</p>	<ul style="list-style-type: none"> • Teacher intervention • Parent/guardian notification • Administrative notification • Security notification • Student required to change inappropriate attire 	<ul style="list-style-type: none"> • Refer to counselor or support staff • 1-5 day in-school suspension • 1-10 day out-of-school suspension
<p>Intimidation/Instigation</p>	<ul style="list-style-type: none"> • Teacher intervention • Administrative notification • Security notification • Parent/guardian notification /conference • Refer to counselor or support staff 	<ul style="list-style-type: none"> • Saturday Morning Detention (HS only) • 1-5 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible • Potential Police referral

Appendix: Code of Conduct Disciplinary Chart

Smoking/Tobacco Products and/or Possession of Lighters and Matches (Student No Smoking and Tobacco Products Use: Policy Code 5116)	<ul style="list-style-type: none"> • Teacher intervention • Administrative notification • Parent/guardian notification • Refer to counselor or support staff • Saturday Morning Detention (HS only) 	<ul style="list-style-type: none"> • 1-5 day in-school suspension • 1-10 day out-of-school suspension • Potential Police referral
Threats	<ul style="list-style-type: none"> • Teacher intervention • Administrative notification • Parent/guardian notification • Refer to counselor or support staff • Psychological evaluation, if deemed necessary 	<ul style="list-style-type: none"> • 1-5 day in-school suspension • 1-10 day out-of-school suspension • Potential Police referral • Expulsion possible
Using, Selling, Possessing, Distributing Controlled Substances: Alcohol, Drugs, or Paraphernalia	<ul style="list-style-type: none"> • Please see Drug and Alcohol: <u>Drug and Alcohol Use or Possession by Students</u>, Policy Code 6164.11, for Summarization of Administrative Regulations 	<ul style="list-style-type: none"> • Parent/guardian notification
Weapon Possession and/or Facsimile or Replica (including fireworks)	<ul style="list-style-type: none"> • Administrative notification • Police/Fire Marshal referral • Refer to counselor or support staff 	<ul style="list-style-type: none"> • Parent/guardian notification • 10-day out-of-school suspension • Expulsion possible

**SECTION III
RESPECT AND COURTESY**

EXAMPLES OF CONDUCT REQUIRING DISCIPLINE	DISCIPLINE OPTIONS	
Cheating/Lying/Plagiarism (Refer to Trumbull High School Academic Honesty Handbook)	<ul style="list-style-type: none"> • Teacher intervention • Administrative notification • Parent/guardian notification • Possible grade reduction • Saturday Morning Detention (HS only) 	<ul style="list-style-type: none"> • Possible loss of credit • 1-5 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible
Harassment	<ul style="list-style-type: none"> • Teacher intervention • Administrative notification • Parent/guardian notification • Refer to counselor or support staff • Saturday Morning Detention (HS only) 	<ul style="list-style-type: none"> • 1-5 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible • Possible Police referral
Insubordination	<ul style="list-style-type: none"> • Teacher intervention • Parent/guardian notification • Refer to counselor or support staff • Saturday Morning Detention (HS only) 	<ul style="list-style-type: none"> • 1-5 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible

Appendix: Code of Conduct Disciplinary Chart

Racial or Other Discriminatory Slurs	<ul style="list-style-type: none"> • Teacher intervention • Administrative notification • Parent/guardian notification • Refer to counselor or support staff 	<ul style="list-style-type: none"> • 1-5 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible • Possible Police referral
Refusal to Identify Self When Asked	<ul style="list-style-type: none"> • Teacher intervention • Parent/guardian notification • Administrative/Security notification • Saturday Morning Detention (HS only) 	<ul style="list-style-type: none"> • 1-5 day in-school suspension • 1-10 day out-of-school suspension
Sexual Harassment (Policy Code 5131.4)	<ul style="list-style-type: none"> • Teacher intervention • Administrative notification • Parent/guardian notification • Detention (Elementary) • Refer to counselor or support staff 	<ul style="list-style-type: none"> • 1-10 day in-school suspension • 1-10 day out-of-school suspension • Potential Police referral • Expulsion possible
Swearing; Obscene, Vulgar, Abusive, Inflammatory, or Disrespectful Language, Gestures, Attire, or Behavior	<ul style="list-style-type: none"> • Teacher intervention • Administrative notification • Parent/guardian Notification • Refer to counselor or support staff • Student required to change inappropriate attire 	<ul style="list-style-type: none"> • Saturday Morning Detention (HS only) • 1-5 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible • Possible Police referral
Verbal or Gestural Abuse toward Staff	<ul style="list-style-type: none"> • Teacher intervention • Administrative notification • Parent/guardian notification • Refer to counselor or support staff 	<ul style="list-style-type: none"> • 1-10 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible

**SECTION IV
RESPECT FOR PERSONAL AND PUBLIC PROPERTY**

EXAMPLES OF CONDUCT REQUIRING DISCIPLINE	DISCIPLINE OPTIONS	
Criminal Mischief/Graffiti	<ul style="list-style-type: none"> • Security notification • Restitution required • Parent/guardian notification • 1-10 day in-school suspension 	<ul style="list-style-type: none"> • 1-10 day out-of-school suspension • Expulsion possible • Police report submitted
Littering	<ul style="list-style-type: none"> • Teacher intervention • Administrative notification • Security notification • Parent/guardian notification • Clean-up, removal • Saturday Morning Detention (HS only) 	<ul style="list-style-type: none"> • 1-5 day in-school suspension • 1-10 day out-of-school suspension • Possible Police referral

Appendix: Code of Conduct Disciplinary Chart

<p align="center">Tampering with School Records</p>	<ul style="list-style-type: none"> • Teacher intervention • Administrative notification • Parent/guardian notification • 1-10 day out-of-school suspension 	<ul style="list-style-type: none"> • Expulsion possible • Possible Police referral
<p align="center">Theft or Possession of Stolen Goods</p>	<ul style="list-style-type: none"> • Teacher intervention • Restitution required • Administrative notification • Security notification • Parent/guardian notification • Detention (Elementary) 	<ul style="list-style-type: none"> • 1-10 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible • Possible Police referral
<p align="center">Throwing Objects</p>	<ul style="list-style-type: none"> • Teacher intervention • Administrative notification • Parent/guardian notification • Verbal warning • Saturday Morning Detention (HS only) 	<ul style="list-style-type: none"> • Detention (Elementary) • 1-5 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible • Possible Police referral
<p align="center">Vandalism</p>	<ul style="list-style-type: none"> • Teacher intervention • Clean-up, restitution • Administrative notification • Parent/guardian notification 	<ul style="list-style-type: none"> • 1-10 day in-school suspension • 1-10 day out-of-school suspension • Expulsion possible • Potential Police referral