

**Regulation**

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**EUGENE A. TIGHE MIDDLE SCHOOL CODE OF INFRACTIONS AND CONSEQUENCES**

The Board of Education of the Margate School District will ensure the safety and welfare of students while in the school building. Each student is expected to conduct himself in an orderly fashion and act with due regard for the educational process of the school.

It is the student's and parent's responsibility to become familiar with all the information in the student handbook, including this code of infractions and consequences. The best discipline is self-discipline and students are encouraged to think and act wisely and realize the consequences of all actions. Teachers are primarily responsible for classroom management and discipline in their assigned classes and duties. All students must follow any reasonable request or directive by any staff member during the school day or at any school sponsored activity.

**TYPES OF DISCIPLINE**

**1. TEACHER DETENTION:** Teachers may issue detentions during recess or after school according to their individual classroom procedures. Pupils must report for the detention on the date, time, and location assigned by the teacher. Parents will be notified by the teacher of the detention and the reason it was assigned.

**2. ADMINISTRATIVE DETENTION:** This form of detention is issued to students involved in various types of offenses. These detentions are conducted after school (Tuesday or Thursday for one hour) and are issued by the Principal. Students must report for detention on the day assigned. Parents will be notified by the Principal or a designee of the detention and the reason it was assigned. Failure to attend these detentions will result in the initial discipline being doubled. A student serving an administrative detention is not permitted to participate in any after-school activity or sport that day.

**3. ACTIVITY RESTRICTION:** Student sports, clubs, and activities are a privilege. If a student cannot comply with school rules, the principal can exclude a student from non-academic activities. Examples of exclusions, are issued by the Principal, may include assemblies, pep rallies, and/or field trips. Students must report to an assigned location on the day of the exclusion and not participate in the special event with their classmates. The students will be expected to bring work or reading material to the activity exclusion. After school activities such as dances, sporting events, and evening special events may also be cases of exclusion from student participation. Parents will be notified by the Principal or a designee of the exclusion and the reason it was assigned.

**4. OUT OF SCHOOL SUSPENSION (OSS):** This is the most serious disciplinary action that may be imposed by the Principal. The pupil may not be permitted to return to school until a parent conference is conducted. Pupils are not to participate in after school activities or return to school for any reason on the day of suspension.

**5. EXPULSION AND ALTERNATIVE PLACEMENT:** These actions can only occur at the direction of the Superintendent of Schools.

**Regulation**

**CODE OF INFRACTIONS AND CONSEQUENCES**

The consequences of disciplinary actions stated below will be imposed on a case-by-case basis. In situations where extraordinary circumstances exist, a determination other than that listed below may be imposed. In applicable, an IEP must be considered before determining disciplinary action(s).

Infractions are organized in three levels based on the severity of the action and the associated disciplinary consequences.

**Level One:** The first three offenses of Level One behaviors are handled at the teacher level. Documentation utilizing the district discipline management software will be filed by the teacher and copied to the building principal.

Interventions/ Consequences for the first three offenses must include at least one of the following: parent/guardian contact, student-teacher conference, or consultation with the building principal where applicable. Additional measures may include but are not limited to: I&RS referral and teacher detention.

**\*The actions listed below are guidelines only; it is left to the discretion of the administration to elevate the level of action to reflect the severity of the offense in an appropriate manner.**

<b>Types of Level One Behaviors</b>	<b>1st- 3rd Offense Action</b>	<b>4th Offense Action</b>	<b>5th Offense Action</b>	<b>6th and Subsequent</b>
1. General misconduct (classroom)  Not adhering to teacher's classroom procedures including behavior for substitutes.	Handled by the teacher. Documentation will be filed by the teacher and copied to the principal.	Parent /Guardian Notification Letter  Student conference with principal  1- administrative detention  Parent conference by phone or in person with the Principal or his/her designee	Parent/Guardian Notification Letter  2- administrative detentions  Parent conference by phone or in person with the Principal or his/her designee  May include activity restriction as per Principal	Parent/Guardian Notification Letter (cc: Superintendent)  3- administrative detentions  Parent/Principal conference  May also include activity restriction.
2. General misconduct (school) Inappropriate behavior- hallway, cafeteria, recess, assembly, etc.	Handled by the teacher. Documentation will be filed by the teacher and copied to the principal.	Parent/Guardian Notification Letter  Student conference with principal  1- administrative detention  Parent conference by phone or in person with the Principal or his/her designee	Parent/Guardian Notification Letter  2- administrative detentions  Parent conference by phone or in person with the Principal or his/her designee  May include activity restriction as per Principal	Parent /Guardian Notification Letter (cc: Superintendent)  3- administrative detentions  Parent conference with principal  May also include activity restriction.
3. Misuse of pass (in hallways, nurse, bathroom, library, or in an area not designated on the pass)	Handled by the teacher. Documentation will be filed by the teacher and copied to the principal.	Parent/Guardian Notification Letter  Student conference with principal  1- administrative detention  Restricted hall pass (lav only) – 1 week  Parent conference by phone or in person with the Principal or his/her designee	Parent/Guardian Notification Letter  2- administrative detentions  Restricted hall pass (lav only)- 2 weeks  Parent conference by phone or in person with the Principal or his/her designee  May include activity restriction	Parent /Guardian Notification Letter (cc: Superintendent)  3- administrative detentions  Parent conference with principal  Restricted hall pass (lav only)- 1 month  May also include activity restriction.

**Regulation**

Types of Level One Behaviors	1 <sup>st</sup> - 3 <sup>rd</sup> Offense Action	4 <sup>th</sup> Offense Action	5 <sup>th</sup> Offense Action	6 <sup>th</sup> and Subsequent Action
4. Lateness to class- unexcused	Handled by the teacher. Documentation will be filed by the teacher and copied to the principal.	Parent /Guardian Warning Letter  Student conference with principal  Documentation will be filed by the teacher and copied to the principal.	Parent /Guardian Notification Letter  Parent conference by phone or in person with the Principal or his/her designee  Documentation will be filed by the teacher and copied to the principal.	Parent /Guardian Notification Letter (cc: Superintendent) Documentation will be filed by the teacher.  1- administrative detention  Parent conference with principal  Student may be placed on an Attendance Contract that will include an activity restriction after 10 offenses.
5. Unauthorized use of cell phone, MP3 player, other electronic device  State Code 2C:33-19	Handled by the teacher. Documentation will be filed by the teacher and copied to the principal.  Teacher confiscates item(s) and returns to student at the end of the day.	Parent /Guardian Notification Letter  Student conference with principal  1- administrative detention  Principal confiscates item and parent/guardian must retrieve from school	Parent /Guardian Notification Letter  2- administrative detentions  Principal confiscates item and parent must retrieve from school  Parent conference by phone or in person with the Principal or his/her designee	Parent /Guardian Notification Letter (cc: Superintendent)  3- administrative detentions  Principal confiscates item and parent must retrieve from school  May also include activity restriction.  Parent conference with Principal.
6. Violation of school appropriate dress	Handled by the teacher. Documentation will be filed by the teacher and copied to the principal.  Student will be sent to the nurse's office to call home for a change of clothes- student isolation until clothes arrive	Parent /Guardian Notification Letter  Student conference with principal 1- administrative detention Student will be sent to the nurse's office to call home for a change of clothes- student isolation until clothes arrive.  Parent conference by phone or in person with the Principal or his/her designee	Parent /Guardian Notification Letter  2- administrative detentions  Student will be sent to the nurse's office to call home for a change of clothes- student isolation until clothes arrive.  Parent conference by phone or in person with the Principal or his/her designee	Parent /Guardian Notification Letter (cc: superintendent) 3- administrative detentions  Student will be sent to the nurse's office to call home for a change of clothes- student isolation until clothes arrive.  Parent conference with Principal.

**Regulation**

Level Two

Behaviors categorized as Level Two have immediate consequences from either the referring teacher or the building principal. Additional measures may include but are not limited to: I&RS and/or CST consultation/referral and Superintendent review.

**\*The actions listed below are guidelines only; it is left to the discretion of the administration to elevate the level of action to properly reflect the severity of the offense.**

<b>Types of Level Two Behaviors</b>	<b>1<sup>st</sup> Offense Action</b>	<b>2<sup>nd</sup> Offense Action</b>	<b>3<sup>rd</sup> Offense Action</b>	<b>4<sup>th</sup> and Subsequent Action</b>
1. Excessive unexcused absences from school per Policy and Regulation 5113	3 unexcused absences (consecutive or non-consecutive) Parent /Guardian Notification Letter	5 unexcused absences (consecutive or non-consecutive) Parent /Guardian Notification Letter	7 unexcused absences (consecutive or non-consecutive) Parent /Guardian Certified Letter Parent conference with principal Principal may refer to DCP&P Intervention Unit	10 unexcused absences (consecutive or non-consecutive) Parent /Guardian Certified Letter( cc: Superintendent) Parent conference with principal May be placed on attendance contract  May also include activity restriction Principal may file Court Complaint with consultation from the Superintendent. Referral to I & RS After 20 unexcused absences: a second court complaint for truancy with consultation from the Superintendent.
2. Unexcused late to School per Policy and Regulation 5113	4 unexcused lateness's to school Parent /Guardian Notification Letter	5 unexcused lateness's to school Parent /Guardian Notification Letter Parent conference with principal	6-9 unexcused lateness's to school Parent /Guardian Notification Letter 1- Administrative detention	10 or more unexcused lateness's to school Parent /Guardian Notification Letter (cc; Superintendent) 1- Administrative detention Referral to I&RS Committee May be placed on an attendance contract May also include activity restriction.
3. Using or writing profanity	1 - Teacher detention Parent /Guardian Notification Letter Parent conference by phone or in person with the Principal or his/her designee	2 - Administrative detentions Parent /Guardian Notification Letter Parent/Principal conference (Via phone or in person) If phone conference document date. May include activity restriction.	3 - Administrative detentions Parent /Guardian Notification Letter Parent conference with principal Activity restriction.	Parent /Guardian Notification Letter( cc; Superintendent) 1 Day Out of school suspension (If applicable, IEP must be referenced) Parent conference with principal Activity Restriction

**Regulation**

<b>Types of Level Two Behaviors</b>	<b>1<sup>st</sup> Offense Action</b>	<b>2<sup>nd</sup> Offense Action</b>	<b>3<sup>rd</sup> Offense Action</b>	<b>4<sup>th</sup> and Subsequent Action</b>
<p>4a. Cheating on test/ quiz</p> <p>4b. Plagiarism</p> <p>4c. Forgery</p>	<p>Parent conference by phone or in person with the Principal or his/her designee</p> <p>Parent /Guardian Notification Letter</p> <p>Document to office</p> <p>1 - Teacher Detention</p> <p>Grade determined by teacher</p>	<p>1 - Administrative detention</p> <p>Parent /Guardian Notification Letter</p> <p>Parent conference by phone or in person with the Principal or his/her designee</p> <p>Grade determined by teacher</p> <p>May include activity restriction</p>	<p>2 - Administrative detentions</p> <p>Parent /Guardian Notification Letter</p> <p>Parent/Teacher conference with principal</p> <p>Activity restriction</p> <p>Grade determined by teacher</p> <p>Consultation with counselor</p>	<p>3 - Administrative detentions</p> <p>Parent /Guardian Notification Letter</p> <p>Parent /Teacher conference with principal</p> <p>Activity restriction.</p> <p>Grade determined by teacher</p> <p>Consultation with counselor</p>
<p>5. Serious inappropriate response to an adult, disrespect and defiance</p>	<p>Parent /Guardian Notification Letter</p> <p>1 - Administrative detention</p> <p>Parent conference with Principal</p>	<p>Parent /Guardian Notification Letter</p> <p>2 - Administrative detentions</p> <p>Parent conference by phone or in person with the Principal or his/her designee</p> <p>May include activity restriction.</p>	<p>Parent /Guardian Notification Letter</p> <p>1 day OSS</p> <p>Parent conference with principal</p> <p>Activity Restriction</p> <p>Consultation with counselor</p>	<p>Parent /Guardian Notification Letter ( cc:Superintendent)</p> <p>Min 2 day OSS</p> <p>Parent conference with principal</p> <p>Activity Restriction</p> <p>Consultation with counselor</p>
<p>6. Cutting teacher detention</p>	<p>Parent /Guardian Notification Letter</p> <p>Double Original Teacher Detention</p>	<p>Parent /Guardian Notification Letter</p> <p>2 - Administrative detentions</p> <p>Parent conference by phone or in person with the Principal or his/her designee</p> <p>May include activity restriction.</p>	<p>Parent /Guardian Notification Letter</p> <p>4 - Administrative detentions</p> <p>Parent conference with principal</p> <p>May include activity restriction.</p>	<p>Parent /Guardian Notification Letter (cc:Superintendent)</p> <p>Min 1 OSS</p> <p>Parent conference with principal</p> <p>Activity Restriction</p>
<p>7. Pushing, tripping, or other careless behavior</p>	<p>Parent/Guardian Notification Letter</p> <p>1 - Administrative detention</p> <p>Send student(s) to the nurse</p> <p>Parent conference by phone or in person with the Principal or his/her designee</p>	<p>Parent/Guardian Notification Letter</p> <p>2 - Administrative detentions</p> <p>Parent conference by phone or in person with the Principal or his/her designee</p> <p>Send student(s) to the nurse</p> <p>May include activity restriction</p>	<p>Parent/Guardian Notification Letter</p> <p>3 - Administrative detentions</p> <p>Parent conference with principal</p> <p>Send student(s) to the nurse</p> <p>May include activity restriction</p>	<p>Parent/Guardian Notification Letter (cc: Superintendent)</p> <p>1 day– Out of school suspension (If applicable, IEP must be referenced)</p> <p>Parent conference with principal</p> <p>Send student(s) to the nurse</p> <p>Activity Restriction</p>

**Regulation**

<b>Types of Level Two Behaviors</b>	<b>1<sup>st</sup> Offense Action</b>	<b>2<sup>nd</sup> Offense Action</b>	<b>3<sup>rd</sup> Offense Action</b>	<b>4<sup>th</sup> and Subsequent Action</b>
8. Intentional Violation of Acceptable Use Regulation 6142.10	<p>Parent/Guardian Notification Letter</p> <p>Teacher detention</p> <p>5 school days unsupervised technology exclusion at the discretion of the principal</p> <p>Parent conference by phone or in person with the Principal or his/her designee</p>	<p>Parent/Guardian Notification Letter</p> <p>1 - Administrative detention</p> <p>10 school days unsupervised technology exclusion at the discretion of the principal</p> <p>Parent conference by phone or in person with the Principal or his/her designee</p>	<p>Parent/Guardian Notification Letter</p> <p>2 - Administrative detentions</p> <p>15 school days unsupervised technology exclusion at the discretion of the principal</p> <p>Parent conference with principal</p>	<p>Parent/Guardian Notification Letter (cc: Superintendent)</p> <p>3 - Administrative detentions</p> <p>Indefinite unsupervised technology exclusion at the discretion of the principal</p> <p>Parent conference with principal</p>
<p>9a. Cutting a class</p> <p>9b. Leaving school grounds without authorization</p> <p>9c. Truancy- absent from school without permission of parent/guardian</p> <p>Reference Policy and or Regulation 5113, and NJAC Appendix A(IEP)</p>	<p>Parent/Guardian Notification Letter</p> <p>2 - Administrative detentions</p> <p>Parent conference with principal</p> <p>Restricted hall pass (lav only) - one week</p> <p>Activity Restriction</p>	<p>Parent/Guardian Notification Letter</p> <p>3 - Administrative detentions</p> <p>Parent conference with principal</p> <p>Restricted hall pass (lav only) – one month</p> <p>Activity Restriction</p>	<p>Parent/Guardian Notification Letter (cc: superintendent)</p> <p>1 day– Out of school suspension (If applicable, IEP must be referenced)</p> <p>Parent conference with principal</p> <p>Restricted hall pass (lav only) - indefinitely</p> <p>Activity Restriction</p> <p>Consultation with counselor</p>	<p>Parent/Guardian Notification Letter (cc: superintendent)</p> <p>2 days– Out of school suspension (If applicable, IEP must be referenced)</p> <p>Parent conference with principal</p> <p>Restricted hall pass (lav only) - indefinitely</p> <p>Activity Restriction</p> <p>Consultation with counselor</p>
10. Possession of Tobacco or over the counter drugs per Policy and Regulation 5131.6, and NJAC Appendix A (IEP)	<p>Parent/Guardian Notification Letter; cc: superintendent</p> <p>2 - Administrative detentions</p> <p>Parent conference by phone or in person with the Principal or his/her designee</p> <p>Activity Restriction</p> <p>During detention the student must write at minimum a one page paper on the dangers of the drug caught in their possession.</p>	<p>Parent/Guardian Notification Letter ; cc: superintendent</p> <p>1 day- Out of school suspension (If applicable, IEP must be referenced)</p> <p>Parent conference with principal</p> <p>Activity Restriction</p>	<p>Parent/Guardian Notification Letter; cc: superintendent</p> <p>3 days- Out of school suspension (If applicable, IEP must be referenced)</p> <p>Parent conference with principal</p> <p>Activity Restriction</p>	<p>Parent/Guardian Notification Letter (cc: superintendent)</p> <p>5 days- Out of school suspension (If applicable, IEP must be referenced)</p> <p>Parent conference with principal</p> <p>Activity Restriction</p> <p>Disciplinary review meeting with Superintendent and Principal – BOE</p>

**Regulation**

<b>Types of Level Two Behaviors</b>	<b>1<sup>st</sup> Offense Action</b>	<b>2<sup>nd</sup> Offense Action</b>	<b>3<sup>rd</sup> Offense Action</b>	<b>4<sup>th</sup> and Subsequent Action</b>
<p>10. Use of Tobacco or over the counter drugs per Policy and Regulation 5131.6, and NJAC Appendix A (IEP)</p>	<p>Parent/Guardian Notification Letter; cc: superintendent</p> <p>1 day- Out of school suspension (If applicable, IEP must be referenced)</p> <p>Parent conference by phone or in person with the Principal or his/her designee</p> <p>Activity Restriction</p>	<p>Parent/Guardian Notification Letter ; cc: superintendent</p> <p>1-3 days- Out of school suspension (If applicable, IEP must be referenced)</p> <p>Parent conference with principal</p> <p>Activity Restriction</p>	<p>Parent/Guardian Notification Letter; cc: superintendent</p> <p>3-5 days- Out of school suspension (If applicable, IEP must be referenced)</p> <p>Parent conference with principal</p> <p>Activity Restriction</p> <p>Disciplinary review meeting with Superintendent and Principal- BOE</p>	<p>Parent/Guardian Notification Letter (cc: superintendent)</p> <p>5-10 days- Out of school suspension (If applicable, IEP must be referenced)</p> <p>Parent conference with principal</p> <p>Activity Restriction</p> <p>Disciplinary review meeting with Superintendent and Principal- BOE</p> <p>Possible alternative placement</p>

**Regulation**

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Level Three

Behaviors characterized as Level 3 are considered the most serious and are immediately referred to administration for investigation and resolution. I&RS and/or CST intervention will be initiated as appropriate. In all cases, Electronic Violence and Vandalism Reporting System (EVVRS) may be initiated. \*The actions listed below are guidelines only; it is left to the discretion of the administration to elevate the level of action to properly reflect the severity of the offense.

<b>Types of Level Three Behaviors</b>	<b>1<sup>st</sup> Offense Action</b>	<b>2<sup>nd</sup> Offense Action</b>	<b>3<sup>rd</sup> and Subsequent Action</b>
<p><b>Violence Incident</b> per Policy 5131.5, and NJAC Appendix A(IEP) See definitions below</p>	<p>Parent/Guardian Notification Letter; cc: superintendent</p> <p>Parent and student are warned of seriousness of offense and possible future consequences by Principal.</p> <p>5 days- Out of school suspension (If applicable, IEP must be referenced)</p> <p>Potential Activity Restriction</p> <p>Potential Police notification</p> <p>Potential EVVRS reporting</p> <p>Possible In-house counseling upon return</p>	<p>Parent/Guardian Notification Letter; cc: superintendent</p> <p>6-8 days- Out of school suspension (If applicable, IEP must be referenced)</p> <p>Parent conference with principal</p> <p>Potential Police notification</p> <p>Potential EVVRS reporting</p> <p>Possible In-house counseling upon return</p> <p>Potential Activity Restriction</p> <p>Possible Disciplinary review meeting with Superintendent and Principal- BOE</p> <p>Possible alternative placement</p>	<p>Parent/Guardian Notification Letter ( cc: superintendent)</p> <p>8-10 days– Out of school suspension (If applicable, IEP must be referenced)</p> <p>Parent conference with principal</p> <p>Potential Police notification</p> <p>Potential EVVRS reporting</p> <p>Possible In-house counseling upon return</p> <p>Potential Activity Restriction</p> <p>Possible Disciplinary review meeting with Superintendent and Principal- BOE</p> <p>Possible alternative placement</p>



## Regulation

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### **Simple Assault\***

A person attempts to cause, or purposely, knowingly, or recklessly causes bodily injury to another. One needs to consider age and developmentally appropriate behavior before using this category.

### **Aggravated Assault\***

A person attempts to cause serious bodily injury to another, or causes such injury purposely or knowingly, or under circumstances manifesting indifference to the value of human life, recklessly causes such injury (e.g., injury which creates a substantial risk of death, or which causes permanent disfigurement, or protracted loss or impairment of the function of any bodily member or organ). This category should be used only when the attack is very serious. A homicide would be reported in the aggravated assault category.

### **Fight\***

Mutual engagement in a physical confrontation that may result in bodily injury to either party. Does not include verbal confrontations or a minor confrontation such as a shoving match. All participants should be classified as offenders. One needs to consider age and developmentally appropriate behavior before using this category.

### **Gang/Group Fight\***

A fight between two or more members of identified groups or an assault by two or more members of one group upon members of another group. The groups may be gangs per se, or cliques or groups of students "working together," even though the groups may not have a formal partnership. If it is a *fight*, then all participants should be classified as offenders. If the incident represents an *assault* of one group upon another, then the members of one group would be reported as offenders and the members of the second group would be reported as victims.

### **Robbery\***

Obtaining money or other material things (regardless of value) from another by means of violence or threat of **immediate** violence.

Continued on page 11-

### **Extortion\***

Obtaining money or other material things (regardless of value) from another by means of stated or implied threat of **future** violence.

### **Sex Offense\***

Subjecting another to sexual contact or exposure. For the incident to be considered a sex offense, the offender must (1) intentionally touch, either directly or through clothing, the victim's intimate parts, for the purpose of degrading or humiliating the victim; (2) sexually arouse or sexually gratify himself or herself in view of the victim whom the offender knows to be present; (3) force or coerce the victim to participate in any contact or exposure; or (4) commit any act of sexual assault defined under N.J.S.A. 2C:14-2, which includes provisions related to the age of the victim and the offender.

### **Threat**

Attempting by physical menace (e.g., verbal threats) to put another in fear of **future** serious bodily injury.

### **Terroristic Threat\***

Threatening to commit one of the following criminal offenses: homicide, assault, sexual assault, robbery, kidnapping or arson with the purpose of placing others in imminent fear of one of the violent acts under circumstances reasonably causing the victims(s) to believe the **immediacy** of the threat and the likelihood that it will be carried out.

### **Kidnapping\***

Per N.J.S.A. 2C:13-1, unlawful removal of a student from school or school grounds or a substantial distance from where he or she is found in or on school grounds; or confinement of the victim with the purpose of holding the victim for ransom or reward as a shield or hostage, or confinement for a substantial period of time to facilitate commission of a crime or flight thereafter, or to inflict bodily injury or to terrorize the victim.

**Regulation**

The actions listed below are guidelines only; it is left to the discretion of the administration to elevate the level of action to properly reflect the severity of the offense.

The State of New Jersey has defined harassment, intimidation or bullying as follows:

"Harassment, intimidation or bullying" means any gesture, any written, verbal or physical act, or any electronic communication, whether it be a single incident or a series of incidents that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing characteristic, that takes place on school property, at any school-sponsored function, on a school bus, or off school grounds as provided for in section 16 of P.L. 2010, CHAPTER 122, that substantially disrupts or interferes with the orderly operation of the school or the rights of other students and that:

- a) a reasonable person should know, under the circumstances, will have the effect of physically or emotionally harming a student or damaging the student's property, or placing a student in reasonable fear of physical or emotional harm to his person or damage to his property; or
- b) has the effect of insulting or demeaning any student or group of students or
- c) creates a hostile educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student.

<b>Types of Level Three Behaviors</b>	<b>1<sup>st</sup> Offense Action</b>	<b>2<sup>nd</sup> Offense Action</b>	<b>3<sup>rd</sup> and Subsequent Action</b>
<p><b>MILD</b>  <b>Bullying, harassment, or cyber stalking examples may include but are not limited to the following:</b>  <u>Physical Aggression</u>- pushing, shoving, spitting, kicking, hitting  <u>Social Aggression</u>- gossip, embarrassing, setting up to look foolish, spreading rumors about  <u>Verbal Aggression</u>- mocking, name calling, dirty looks, taunting, teasing about clothes or possessions  <u>Intimidation</u>- threat to reveal personal information, graffiti, public challenge to do something, defacing property or clothing, play a dirty trick</p>	<p>Parent/Guardian Notification Letter; cc: superintendent</p> <p>Parent conference with Principal.</p> <p>1- Administrative detention</p> <p>During detention the student must write at minimum a one page reflection paper on and parent/guardian must sign this paper</p> <p>Potential EVVRS reporting</p>	<p>Parent/Guardian Notification Letter ; cc: superintendent</p> <p>1 – Administrative Detention</p> <p>Parent conference with principal</p> <p>Activity restriction</p> <p>Possible disciplinary review meeting with principal</p> <p>Possible board review and/or hearing</p> <p>Potential EVVRS reporting</p> <p>Possible in-house counseling</p>	<p>Parent/Guardian Notification Letter ( cc: superintendent)</p> <p>2 - Administrative detentions</p> <p>Parent conference with principal</p> <p>Activity restriction</p> <p>Possible disciplinary review meeting with Superintendent and Principal</p> <p>Possible board review and/or hearing</p> <p>Potential Police notification</p> <p>Potential EVVRS reporting</p> <p>Possible In-house counseling</p>
<p><b>MODERATE</b>  <b>Bullying, harassment, or cyber stalking examples may include but are not limited to the following:</b>  <u>Physical Aggression</u>- defacing property, stealing, Physical acts that are demeaning, locking in a closed or confined</p>	<p>Parent/Guardian Notification Letter ; cc: superintendent</p> <p>1 day– Out of school suspension (If applicable, IEP must be referenced)</p> <p>Parent conference with principal</p>	<p>Parent/Guardian Notification Letter; cc: superintendent</p> <p>1-3 days- Out of school suspension (If applicable, IEP must be referenced)</p> <p>Parent conference with principal</p> <p>Potential Activity restriction</p>	<p>Parent/Guardian Notification Letter ( cc: superintendent)</p> <p>3-5 days- Out of school suspension (If applicable, IEP must be referenced)</p> <p>Parent conference with principal</p>

**Regulation**

<p>space  <u>Social Aggression</u>- ethnic slurs, setting up to take the blame, public humiliation, reveal personal information, exclude from group, social rejection  <u>Verbal Aggression</u>- teasing about appearance, intimidating phone calls  <u>Intimidation</u>- taking possessions, clothes, toys, lunch, extortion</p>	<p>Potential Activity restriction                   Potential EVVRS reporting                   Possible In-house counseling</p>	<p>Possible disciplinary review meeting with principal                   Possible board review and/or hearing                   Potential EVVRS reporting                   Possible In-house counseling</p>	<p>Potential Activity restriction                   Possible disciplinary review meeting with principal                   Possible board review and/or hearing                   Possible alternative placement                   Potential EVVRS reporting                   Potential Police notification                   Possible In-house counseling</p>
<p><b>Types of Level Three Behaviors</b></p>	<p><b>1<sup>st</sup> Offense Action</b></p>	<p><b>2<sup>nd</sup> Offense and Subsequent Actions</b></p>	
<p><b>SEVERE Bullying, harassment, or cyber stalking examples may include but are not limited to the following:</b>  <u>Physical Aggression</u>- Physical violence against friends family, threatening with a weapon, inflict bodily harm  <u>Social Aggression</u>- Malicious exclusion, manipulating social order to achieve rejection, malicious removal from peer group, threatening with social isolation by peer group  <u>Verbal Aggression</u>- verbal threats of aggression against property or possessions, verbal threat of violence or of inflicting bodily harm  <u>Intimidation</u>- Threats using coercion against family or friends, coercion threaten with a weapon</p>	<p>Parent/Guardian Notification Letter; cc: superintendent                   Up to 10 day suspension at the discretion of the administration                   Parent conference with principal                   Potential Activity restriction                   Disciplinary review meeting with principal                   Possible board review and/or hearing                   Potential Police notification                   Potential EVVRS reporting                   Possible In-house counseling upon return</p>	<p>Parent/Guardian Notification Letter (cc: superintendent)                   Parent and student are warned of seriousness of offense and possible future consequences                   Parent conference with principal and student                   Board review and/or hearing with Superintendent and Principal - BOE                   Up to 10 day suspension and/or alternative placement                   Police notification                   EVVRS reporting                   Activity restriction                   In-house counseling upon return</p>	
<p><b>Bullying*</b>                  Bullying means systematically and chronically inflicting physical hurt or psychological distress on one or more students. It is further defined as unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by a student, that is severe or pervasive enough to create an intimidating, hostile, or offensive educational environment; cause discomfort or humiliation; or unreasonably interfere with the individual's school performance or participation; and may involve but is not limited to:</p> <ol style="list-style-type: none"> <li>1. Teasing</li> <li>2. Social aggression</li> <li>3. Threat</li> <li>4. Intimidation</li> <li>5. Stalking</li> <li>6. Physical aggression</li> <li>7. Public humiliation</li> <li>8. Any gesture or written, verbal or physical act that is reasonably perceived as being motivated by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation,</li> </ol>			

**Regulation**

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gender identity and expression, or a mental, physical or sensory handicap, or by any other distinguishing characteristic.

**Harassment\***

Harassment means any threatening, insulting, or dehumanizing gesture, use of data or computer software, or written, verbal or physical conduct directed against a student that:

1. Places a student in reasonable fear of harm to his or her person or damage to his or her property.
2. Has the effect of substantially interfering with a student's educational performance, opportunities or environment.
3. Has the effect of substantially disrupting the orderly operation of a school.

**Cyber stalking\***

Cyber stalking means to engage in a course of conduct to communicate, or to cause to be communicated, words, images, or language by or through the use of electronic mail or electronic communication, directed at a specific person, causing substantial emotional distress to that person and serving no legitimate purpose.

Bullying, harassment, and cyber stalking also encompasses:

1. Retaliation against a student or school employee by another student for asserting or alleging an act of bullying or harassment. Reporting an act of bullying or harassment that is not made in good faith is considered retaliation.

Continued on page 15-

2. Perpetuation of conduct listed in the definition of bullying or harassment by an individual or group with intent to demean, dehumanize, embarrass, or cause emotional or physical harm to a student or school employee by:
  1. Incitement or coercion.
  2. Acting in a manner that has an effect substantially similar to the effect of bullying, harassment, or cyber stalking.

**Regulation**

<b>Types of Level Three Behaviors</b>	<b>1<sup>st</sup> Offense Action</b>	<b>2<sup>nd</sup> Offense Action</b>	<b>3<sup>rd</sup> and Subsequent Minimum Action at the Principals Discretion</b>
<p><b>Vandalism Incident</b> per policy 5131.5, and NJAC Appendix A(IEP)  See definitions below</p>	<p>Parent/Guardian Letter of Notification; cc: superintendent</p> <p>Parent and student is warned of seriousness of offense and possible future consequences by Principal.</p> <p>1-3 days– Out of school suspension (If applicable, IEP must be referenced)</p> <p>Full restitution or community service</p> <p>Potential Police notification</p> <p>Potential EVVRS reporting</p> <p>Possible In-house counseling upon return</p> <p>Potential Activity Restriction</p>	<p>Parent/Guardian Letter of Notification; cc: superintendent</p> <p>3-5 days- Out of school suspension (If applicable, IEP must be referenced)</p> <p>Parent conference with Principal.</p> <p>Full restitution or community service</p> <p>Potential Police notification</p> <p>Potential EVVRS reporting</p> <p>Possible In-house counseling upon return</p> <p>Potential Activity Restriction</p>	<p>Parent/Guardian Letter of Notification; cc: superintendent</p> <p>5-10 days– OSS (If applicable, IEP must be referenced)</p> <p>Parent conference with Principal.</p> <p>Full restitution or community service</p> <p>Potential Police notification</p> <p>Potential EVVRS reporting</p> <p>Possible In-house counseling upon return</p> <p>Potential Activity Restriction</p> <p>Disciplinary review meeting with Superintendent and Principal- BOE</p>
<p><b>Arson*</b>  Starting a fire or causing an explosion in or on the grounds of a school thereby purposely or knowingly placing a victim or group in danger of death or bodily injury; or with the purpose of destroying or damaging the victim's or group's property that is in the school or on school grounds.</p> <p><b>Burglary*</b>  An individual entering, or surreptitiously remaining in, a school district facility or property, or someone's property (e.g., automobile) with the purpose to commit an offense therein.</p> <p><b>Damage to Property*</b>  Purposely, knowingly, or recklessly destroying or defacing school, contracted, or personal property, causing an economic loss due to repair or replacement.</p> <p><b>Misuse of a Fire Alarm or Emergency Alarm*</b>  Knowingly setting off a fire alarm when no fire exists or falsely reporting an emergency situation.</p> <p><b>Fireworks Offense*</b>  Continued on page 16-  The possession, selling/distributing, or detonating of a self-fusing explosive device, no greater in size than two inches, and commercially sold as "fireworks." Cherry bombs, M80s and M90s are included in this category.</p> <p><b>Theft*</b>  Taking of the districts or a person's belongings or property without consent.</p> <p><b>Trespassing*</b>  Entrance onto school property or into a school building without permission by an individual, who knows he/she is not privileged to be on the property.</p>			

**Regulation**

<b>Types of Level Three Behaviors</b>	<b>1<sup>st</sup> Offense Action</b>	<b>2<sup>nd</sup> Offense</b>	<b>3<sup>rd</sup> and Subsequent Action</b>
<p><b>Substance Abuse Incident</b> per policy and regulation 5131.6, and NJAC Appendix A(IEP)</p> <p>See definitions below</p> <p><b>Refer to policy and regulation 5131.6 for re-entry procedures.</b></p>	<p>Parent/Guardian Notification Letter; cc: superintendent</p> <p>Step1- Notify principal and send student to Nurse for evaluation before determining action.</p> <p>Parent conference with student, principal, nurse and/ or counselor. Parent and student are warned of seriousness of offense and possible future consequences</p> <p>Student must remain supervised until picked up.</p> <p>3 days– Out of school suspension (If applicable, IEP must be referenced)</p> <p>Potential Activity restriction</p> <p>Potential Police notification</p> <p>Potential EVVRS reporting</p> <p>Possible In-house counseling up return</p>	<p>Parent/Guardian Notification Letter; cc: superintendent</p> <p>3-5 days- Out of school suspension (If applicable, IEP must be referenced)</p> <p>Student must remain supervised until picked up.</p> <p>Parent conference with principal</p> <p>Potential Activity restriction</p> <p>Disciplinary review meeting with Superintendent and Principal</p> <p>Potential Police notification</p> <p>Potential EVVRS reporting</p> <p>Possible In-house counseling up return</p>	<p>Parent/Guardian Notification Letter of consequences; cc: superintendent</p> <p>5-10 days– Out of school suspension (If applicable, IEP must be referenced)</p> <p>Student must remain supervised until picked up.</p> <p>Parent conference with principal</p> <p>Potential Activity restriction</p> <p>Disciplinary review meeting with Superintendent and Principal- BOE</p> <p>Possible alternative placement</p> <p>Potential Police notification</p> <p>Potential EVVRS reporting</p> <p>Possible In-house counseling up return</p>
<p><b>Suspected Use - Not Confirmed*</b></p> <p>Alcoholic Beverages, Controlled Dangerous Substances, and Anabolic Steroids — Per N.J.A.C. 6A:16-4.3(a and b), any educational staff member or other professional <i>to whom it appears</i> that a student may be currently under the influence of alcohol or other drugs on school property or at a school function, or <i>has reason to believe</i> that a student has used or may be using anabolic steroids, shall report the matter as soon as possible to the principal and the school nurse, according to the requirements of N.J.S.A. 18A:40A-12.</p> <p>Note: Any student exhibiting behavioral, physical and/or emotional characteristics of substance abuse will be required to undergo a medical screening as per Margate City Board of Education Policy. Failure to comply with screening will result in an automatic 5 – Out of School Suspension.</p> <p><b>Suspected Use – Confirmed*</b></p> <p>An incident is confirmed when a positive determination from a medical examination indicates that the student is under the influence of alcoholic beverages, marijuana, and/or other drug (controlled dangerous substance, but not including cigarettes), or indicates that the student has used anabolic steroids.</p> <p><b>Possession and/or Distribution*</b></p> <p>Student is found with alcohol, marijuana, and/or any other drug (controlled dangerous substance, including anabolic steroids) in his/her locker, or on his/her person. Includes possession of unauthorized prescription drugs and drug paraphernalia. The student need not be caught in the act of selling or giving.</p>			

**Regulation**

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<b>Types of Level Three Behaviors</b>	<b>1<sup>st</sup> and Subsequent Minimum Action at the Principals Discretion</b>
<p><b>Weapons Incident</b> per policy 5131.7, and NJAC Appendix A(IEP)</p> <p>See definitions below</p>	<p>Parent/Guardian Notification Letter of consequences; cc: Superintendent</p> <p>Parent and student is warned of seriousness of offense and possible future consequences</p> <p>Parent conference with principal</p> <p>Board review and/or hearing with Superintendent and Principal - BOE</p> <p>Suspension and/or alternative placement</p> <p>Police notification</p> <p>EVVRS reporting</p> <p>Activity restriction</p> <p>In-house counseling upon return</p>
<p><b>Bomb Offense and/or Use of an Explosive Device*</b>            Having on one's person or in one's locker a bomb device and/or electronic device or threatening the use of a bomb against the school or an individual. Includes fake bombs and devices that do not detonate.</p> <p><b>Possession of a Firearm*</b>            Having on one's person or in one's locker, a handgun, rifle, air gun, or paint ball gun. The firearm need not be loaded.</p> <p><b>Assault with a Firearm*</b>            Attacking or physically harming someone by threatening with or shooting a handgun or rifle. The firearm need not be loaded. (</p> <p><b>Sale or Transfer of a Firearm*</b>            Selling, giving, or having in one's possession with the intent to distribute or sell, a firearm of any kind.</p> <p><b>Other Weapons and/or Dangerous Instruments*</b>  <b>Threatening and/or attacking and/or physically harming someone with a weapon or other dangerous instrument.</b></p>	

DISCIPLINE CODE KEY:

- OSS      OUT OF SCHOOL SUSPENSION
- PC        PARENT CONFERENCE/PHONE OR IN PERSON
- RHP      RESTRICTED HALL PASS
- EXP      EXPULSION
- AR        ACTIVITY RESTRICTION (DANCE, EVENT AND/OR TRIP EXCLUSION)

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