

SECTION:	1000
CATEGORY:	Community Relations
POLICY CODE:	1316/Civility and Respectful Conduct

CIVILITY AND RESPECTFUL CONDUCT

Policy Statement

It is the intent of the Trumbull Board of Education (“the Board”) to promote mutual respect, civility, and orderly conduct among parents/guardians, students, District employees, and the public. It is not the intent of the Board to deprive any person of his or her right to freedom of expression. The intent of this Policy is to maintain, to the greatest extent reasonably possible, a safe, harassment-free workplace for students, teachers, administrators, other staff, parents/guardians, and other members of the community. In the interest of presenting teachers and other District employees as positive role models, the Board encourages positive communication and discourages disruptive, volatile, hostile, or aggressive communications or actions.

The Board recognizes that education of children is a process that involves a partnership between a child’s parents/guardians, teachers, school administrators, and other school and Board personnel. The Board recognizes that parental/guardian participation in their child’s educational process through parent/guardian/teacher conferences, scheduled classroom visitation, serving as a school volunteer, serving as a field trip chaperone, PTA participation, and other such service is critical to a child’s educational success. For that reason, the Board welcomes and encourages parental participation in the life of their child’s school and the District as a whole.

However, from time-to-time parents/guardians, visitors to the District, and District employees act in a manner that disrupts the educational process, the work of District employees, or school activities. This type of conduct can be threatening and/or intimidating to students, District employees, parents/guardians, and visitors.

The purpose of this policy is to provide rules of conduct for parents, other visitors to schools, and District employees which encourage civil communication between parents, other persons, and District employees, and to empower the Board to identify and address those behaviors which are inappropriate and disruptive to the operation of a school or other District facility.

Legal References: Connecticut General Statutes
 1-225 Meetings of the government agents to be public.
 1-232 Conduct of the meeting.
 10-221 Boards of education to prescribe rule(s), policies, and procedures.
 10-238 Petition for hearing by board of education.
 10-239 Use of school facilities for other purposes.

Adopted: 11/12/2024

Regulations

I. Standards of Conduct

To protect the rights of all parties, the following provisions shall be in effect:

1.Expected Level of Conduct:

- a. District employees will treat colleagues, parents/guardians, students, and other members of the public with courtesy and respect.
- b. Parents and other visitors to schools and school District facilities will treat teachers, students, school administrators, and other District employees with courtesy and respect.

2.Unacceptable/Disruptive Conduct: Disruptive behavior includes, but it not limited to, and behavior which interferes with or threatens to interfere with the educational process, the operation of a classroom, an employee's office or office area, an activity occurring anywhere on District property, or the work of a District employee. Such conduct includes, but is not limited to:

- a. Using loud and/or offensive language, profane/obscene language, intimidating language, or display of temper;
- b. Threatening to do bodily harm (or causing bodily harm) to a District employee, Board member, a parent/guardian, student, or other individual if that individual is on District property or participating in a school activity, regardless of whether the behavior constitutes or may constitute a criminal violation;
- c. Damaging or destroying District property;
- d. Any other behavior that disrupts the work of a District employee or the orderly operation of a school, a school classroom, any other Board of Education facility; or other activity on District property;
- e. Abusive, threatening, intimidating, or obscene emails, texts, voice mail messages, or other communications; or
- f. The repeated use of emails, voicemails, or other communications intending to harass and/or intimidate the recipient will be considered unacceptable/disruptive behavior under this Policy.

II. Recourse for Addressing Inappropriate Conduct

1. Parent/Guardian/Visitor Recourse:

Any parent/guardian or visitor who believes they were subject to conduct that violates this policy on the part of a staff member should bring such behavior to the attention of the staff member's immediate supervisor, appropriate school administrator, and/or the Superintendent of Schools.

III. Recourse for Addressing Inappropriate Conduct (continued)

2. Employee Recourse:

Any District employee who believes they were subject to conduct that violates this policy by another staff member, parent/guardian, or visitor should notify their immediate supervisor, appropriate school administrator, and/or the Superintendent of Schools.

If any member of the public uses obscenities or speaks in a demanding, loud, insulting, and/or demeaning manner, the employee to whom the remarks are directed shall calmly and politely warn the speaker to communicate civilly. If the conduct continues, the employee to whom the remarks are directed may, after giving appropriate notice to the speaker and/or reminding the speaker of this policy, end (or suspend) the meeting, conference, or telephone conversation. If the meeting or conference is on District property, any employee may request that an administrator, or other authorized personnel, direct the speaker to promptly leave the premises. If the person refuses to leave the premises as directed, the administrator or other authorized personnel shall seek the assistance of law enforcement and request that law enforcement take such action as is deemed necessary. If the employee is threatened with personal harm, the employee may contact law enforcement directly.

3. Student Recourse:

Any student who believes they were subject to conduct that violates this policy on the part of a staff member, parent/guardian, or visitor should bring such behavior to the attention of a teacher, guidance counselor or school administrator.

IV. Disciplinary Consequences

It is recommended that any person found to be in violation of this policy be provided with a copy for reference.

1. Parents/Guardians/Visitors found to be in violation of this policy may be directed to leave school property and/or a school-sponsored activity, and/or may be directed to limit and/or refrain from communicating with Board employees or others in person and/or via electronic means (e.g., email, text message, telephone) for a specified period of time. Repeat violations may result in a long-term denial of access to school property, school-sponsored activities, and certain modes of communication with Board employees and/or others.
2. Board employees found to be in violation of Board Policy #1316 and these administrative regulations may be subject to disciplinary action, up to and including termination of employment.
3. Students found to be in violation of Board Policy #1316 and these administrative regulations may be subject to disciplinary action in accordance with the Board's Policy #5131 concerning Student Standard of Conduct.