


Standard Operating Procedure

Subject: Disruptive Behavior during Remote Instruction	Effective Date: September 15, 2020	Page: 1 of 2
	Approved by: Eileen F. Shafer, M.Ed. Superintendent of Schools	

I. Purpose:

To establish guidelines for responding to disruptive student behavior in a remote learning environment according to the Code of Student Conduct.

II. Authority:

The Superintendent of Schools

III. Terms and Conditions:

- a. Any student who intentionally joins a live online class session to cause disruption will face disciplinary consequences according to the Code of Student Conduct, with progressive penalties for repeated violations. Penalties will be applied consistently and will be appropriate to each student's behavioral needs and level of intellectual, social, and emotional development.
- b. Consequences will be consistent with Category 1 sanctions for "disruptive or disorderly conduct" and, when appropriate, Category 2 or Category 3 sanctions for repeated or egregious offenses such as acts of harassment, intimidation, or bullying (HIB). Consequences will be determined case-by-case basis, based on the student's age, level of development, and other relevant factors.
- c. A first violation will be deemed a Category 1 offense, unless the violation is egregious and warrants Category 2 sanctions. For a first Category 1 violation, the Principal will call the student's parent/guardian to inform them of the infraction and explain that repeated disruptive behavior will be met with escalating consequences.
- d. A second violation may be deemed a Category 1 offense or a Category 2 offense, depending on the circumstances. For a second Category 1 violation or a first Category 2 violation, the student's technology privileges and Google user account will be suspended for five (5) school days and the student will be required to complete all school assignments on paper.

- e. A third violation may be deemed a Category 2 or Category 3 offense, depending on the circumstances. For a third Category 1 violation, or a second Category 2 violation, or a first Category 3 violation, the student's technology privileges and Google user account will be suspended for the remainder of the marking period, and the student will be required to complete all school assignments on paper. Depending on the severity or frequency offenses, a student's technology privileges may be suspended for the remainder of the school year.
- f. Students whose technology privileges are suspended will be required to meet in-person with the Principal each week to collect new assignments and submit completed schoolwork.

IV. Reporting Procedures:

Assistant Superintendents will oversee compliance with this SOP by Principals, and the Superintendent will oversee compliance otherwise.

V. Dissemination:

The Superintendent will disseminate this SOP to Assistant Superintendents, Principals, and Department Directors, who will in turn disseminate this SOP to their subordinates.