

Online Learning

Student Code of Conduct

In order to protect the health and safety of [School District] students, staff, and community members, the [School District] has taken proactive measures to ensure continuity of education in the event a student has elected, or is required, to complete courses in a virtual format for whatever reasons. This virtual format could be a combination of online instruction and brick and mortar instruction (instruction located in the brick and mortar classroom on District property), or fully online instruction. During online-instruction, students are expected to continue to abide by the Student Code of Conduct as outlined in the Student/Parent Handbook. The Board of School Directors have adopted this Online Learning Student Code of Conduct to provide further guidance on expectations of student behavior. Should a student violate this Code of Conduct, or the overarching Student Code of Conduct, while participating in online learning, the [School District] reserves the right to implement proper discipline as if the student were participating in a brick and mortar classroom.

For purposes of this Code of Conduct, “online instruction,” “virtual format,” and online learning,” shall all be references to any instruction that is being provided by [School District] through video content via the Internet and virtual platforms, which may include social media platforms.

Acceptable Use Policy

All students and their parents/guardians must read, sign and agree to and abide by the District’s Acceptable Use Policy (Policy 815) before using school-issued electronic devices (such as laptops, iPads, netbooks or other mobile devices) to perform school work. A student who violates the Acceptable Use Policy may incur disciplinary consequences.

Livestreaming Policy

All students and their parents/guardians are responsible for reading and agreeing to abide by the District’s Livestreaming Policy (Policy 831).

Behavior Management

The Public School Code of Pennsylvania gives every teacher, assistant principal and principal the right to exercise the same authority as to the conduct and behavior of students in the school, during the time students are in attendance, as parents, guardians, and persons in parental relations may exercise over them. During online learning, teachers have the authority to mute and exclude otherwise disruptive students. Should a student otherwise be disruptive and therefore excluded from an online environment, the student may incur other disciplinary consequences.

Online Rules of Conduct

1. All disciplinary rules and procedures in effect during brick and mortar instruction shall remain in effect for online instruction. Sitting for online instruction is the same as sitting

in brick and mortar instruction. Refrain from using language which is plainly lewd, vulgar, or offensive or which causes or is reasonably predicted to cause substantial disruption to the school environment.

2. When students are engaged in online instruction – regardless of whether it is synchronous or asynchronous – attendance will account for both the student's daily access to and the completion of assigned learning activities. Parents should contact [Insert Contact Information] for more information relative to attendance tracking for online instruction.
3. Attend and be on time to classes daily. After logging onto your first class, students must remain in online instruction until dismissed. Failure to do so may be considered an unexcused absence which could result in truancy legal proceedings and may result in appropriate disciplinary action.
4. To the maximum extent possible, the student must engage in instruction in a space away from noises and distraction.
 - a. The student may need to put a curtain or object in the background to prevent others in the class from viewing items in the remote setting.
 - b. The student may need to wear headphones or earbuds to prevent noise in the remote setting from distracting the class. Should ongoing distractions occur, and if student does not utilize headphones or earbuds, the teacher may have to mute the student.
5. Families must not disrupt or engage in students' instructional processes. Families/parents who wish to assist in their child's online instruction must have prior approval from the District.
6. If a parent or third party happens to be present when protected information is shared via online instruction, that person is prohibited from re-sharing the information.
7. Student use of personal electronic devices in the classroom is at the discretion of the teacher. Therefore, unless explicitly permitted by the teacher for that class, students shall not use personal electronic devices.
8. Student shall ensure that their dress and grooming meet fair standards of safety and health, and not cause substantial disruption as outlined in Policy 221 and the Student Handbook.
9. Interact with students and staff in a respectful manner.

Educational Environment

The Central York School District is committed to maintaining an educational environment free from harassment of any kind including sexual, ethnic or racial. All employees and students are to be treated with dignity, respect and courtesy, regardless of race, color, national origin, gender, gender identity, sexual orientation, religion, handicap, or disability. Sexual harassment or racial intimidation shall be defined as any action, which interferes with an individual's education by creating an intimidating, hostile, or offensive environment. Students who are found guilty of sexual harassment or intimidation shall be subject to appropriate discipline. Any of the above may also violate local, state and/or federal law and may be the basis for exclusion under that provision. Any student who believes s/he has been subject to any form of harassment is encouraged to report the incident to the building principal. See Policy 103 and 248 for additional information.

The District does not discriminate in any manner, including on the basis of sex, in any District education program or activity. The District has established Title IX personnel to

promptly respond to concerns and reports of sexual harassment and assault. All investigations into reports of sexual harassment and assault will be impartial, free of bias and conflicts, and will not prejudge the facts for either side. The District strives to maintain an environment where all students, staff, and greater community feel safe.

For more information, please contact the following Title IX Coordinator:

Bobbi A. Billman, Director of Human Resources, 775 Marion Rd., York, PA 17406, 717-846-6789, ext. 1218, bbillmancysd.k12.pa.us

Recordings of Instruction:

Recordings of instruction, including but not limited to, hybrid class livestreams and pre-recorded instruction, are the property of the District. (See **Policy 815** Responsible Use of Internet and Network Resources, and **Policy 224** Care of School Property).

Should a student receive a recording of instruction, it is to be used by the student only for educational purposes as instructed by the teacher providing the recording.

Should a student receive a recording of instruction they are obligated to abide by privacy protections and shall not share the recording of instruction with anyone, or edit or misuse it in anyway, even if it is with another student in the class or in the District. **Only the District is authorized to share recordings of instruction.**

Students shall utilize the recording of instruction for online instruction only.

Should a student violate such privacy requirements – i.e. share this recording of instruction with anyone or post it on the website or on social media, or in any way edit or misuse the recording – the student shall be prohibited from gaining access to future recordings and maybe disciplined in accordance with **Policies 224 and 815**.