

Board of Education Policy

CIVILITY AND DECORUM REGULATION

Role of School Personnel to Respond to Inappropriate Behavior and Communications

If any students, parent or other member of the public uses offensive language, displays temper and/or speaks in a loud, insulting, or demeaning manner at a school or at a school-sponsored event, the employee(s) to whom the remarks are directed or who hear such speech or witness such conduct shall calmly and politely advise the speaker to communicate civilly. If the inappropriate conduct continues, such employee(s) may, after giving appropriate notice to the speaker, ask the speaker to leave the meeting or may terminate the meeting or telephone conversation or other interaction.

If any district employee receives a letter, e-mail, or voice mail message that is disrespectful, abusive, threatening, or obscene, the employee should save the letter, email, or voice message and contact the immediate administrative supervisor. The employee and the supervisor shall then decide whether and how to respond, and whether to report such message to legal authorities. The Superintendent of Schools shall be notified of all such occurrences.

Any individual who exhibits behavior as described above may be directed to leave the school, school activity or school premises by administrators or their designees.

Role of Students, Parents or the Public to Respond to Inappropriate Behavior and Communications

If any school employee uses offensive language, displays temper and/or speaks in a loud, insulting, or demeaning manner, the individual to whom the remarks are directed shall calmly and politely advise the speaker to communicate civilly. If the inappropriate conduct continues, the individual to whom the remarks are directed may, after giving appropriate notice to the speaker, ask the speaker to leave the meeting or may terminate the meeting or telephone conversation or other interaction.

If any student, parent, or member of the public receives a letter, e-mail, or voice mail message that is disrespectful, abusive, threatening, or obscene, the individual should save the message and contact the immediate administrative supervisor of the school employee who generated the email or phone call, so the matter may be investigated and, where appropriate, disciplinary action may be taken pursuant to law.

Adopted: 02/27/2008
Reviewed: 11/18/2015 03/17/2020 03/11/2026
Revised: 12/09/2015 04/29/2020 03/25/2026