

APPENDIX A

STUDENT CODE OF CONDUCT

As stated in the Board Policy on Students, "Positive concepts of discipline are built on self-discipline which is fostered in a climate of mutual understanding, respect, and trust. Should discipline problems arise, they shall be resolved between teacher and student whenever possible. Should any problems continue, the parents shall be notified and a conference arranged with the Administrator."

A. CORRECTIVE MEASURES

Corrective measures will normally begin at a minimal level and then proceed to more serious levels. However, the listing of minimal actions does not imply, nor require that a "step by step" progression be employed by an administrator in dealing with a violation. Action taken may include but is not limited to the following: Student conferences with teacher or principal; time before/after school doing service for the school; loss of school privileges; parent conference with school personnel; in or out-of-school suspension, expulsion or exclusion; referral to police/community agencies; court referral.

1. **Student Conference**
Conferences will be conducted with student regarding disciplinary matters to ensure due process.
2. **Parent Contact**
Depending on the violation and the seriousness of the action, a student's parent/legal guardian may be contacted by telephone or mail. The intent of the contact is to inform the parent/legal guardian of the violation and to elicit parental support/assistance in correcting the unacceptable behavior.
3. **Parent Conference**
The Administrator or teacher may request a parent conference, with or without the student present, to insure parent understanding of the student's academic and/or behavior problem and to initiate a cooperative effort to correct the difficulty.
4. **Time Before/After School**
Time before/after school may be assessed a student for one or more breaches of the Code of Conduct. Should a student fail to make up his/her time on the assigned date, he/she may be assigned more time, be placed on in-school suspension, or suspended out-of-school. Time before/after school may be spent in doing service for the school.
5. **In-School Suspension (ISS)**
Action can be taken by the school administration to assign a student to an in-school suspension. This assignment is not to be totally punitive, as the student will receive full school credit while in ISS. IF all assignments are completed before returning to class. The student is required to be in attendance for the entire school day. Should he/she be legally absent for the time assigned to in-school suspension, this may NOT be counted as time served. In-school suspension will be served upon return to school. Should any further disruption occur during an in-school suspension, an out-of-school suspension will be assigned.

6. Out-Of-School Suspension (OSS)

An action taken by the school administration prohibiting a pupil from attending school for a period of not more than 3 consecutive school days. The suspension period may be extended when it is determined that the student will create an immediate and substantial danger to persons or property around him/her. The purpose of suspension is to remove the student from the environment and to provide time for the professional staff, parent/guardian and student to discuss the matter and bring about an agreement on future conduct. When students are placed on out-of school suspension, they are not allowed on the school premises. The suspension includes suspension from academic classrooms, as well as extra curricular activities.

7. Expulsion or Exclusion

“Expulsion” means an action taken by the Board of Education to prohibit an enrolled pupil from any further attendance. “Exclusion” means an action taken by the Board of Education to prevent re-enrollment of a pupil.

8. Referral to Community Service

Referral to community service agencies is to be made by school authorities, which may include other staff members. The parents will be consulted if any community service is to be implemented for a student or if a student will be referred to a community resource.

9. Referral to Police or Juvenile Authorities

If a student’s misbehavior is so extreme that a law violation is involved, police or juvenile authorities will be contacted by the Administrator or a designated representative. Every reasonable attempt shall be made to notify the parents at the same time juvenile authorities are called. If the officer indicates that he/she is arresting the pupil, with or without a warrant, that officer shall have complete jurisdiction and responsibility in the matter, and the Administrator shall not interfere with the pupil’s removal from the building. It is expected that the contact with the pupil shall be arranged in a manner to make it as unobtrusive as possible. The parent/guardian will be notified immediately.

B. UNACCEPTABLE BEHAVIOR

Disciplinary action may be taken as a result of any behavior which is disruptive of good order or which violates the rights of others. The following acts are unacceptable and subject to disciplinary action in school, on the school buses, and at school sponsored activities. The listing of minimum actions does not imply nor require that a “step-by-step” progression of increasing severity be employed by an administrator in dealing with a violation.

1. Violation Against Persons
 - a. Fighting
Mutual combat in which both parties have contributed to the situation by verbal and/or physical action.
Minimum Action: Student conference and/or detention given.
Maximum Action: Expulsion or Exclusion.
 - b. Harassment
Participating in, or conspiring for others to engage in harassing acts that injure, degrade, or disgrace other individuals.
Minimum Action: Student conference and/or detention given.
Maximum Action: Expulsion or Exclusion.
 - c. Abusive Language
 - 1) Disrespectful language to others
 - 2) Threatening language to othersMinimum Action: Student conference and/or detention given.
Maximum Action: Expulsion or Exclusion.
 - d. Interference/Obstruction
Any intentional action taken to attempt to prevent a staff member from exercising his/her assigned duties.
Minimum Action: Student conference and/or detention given.
Maximum Action: Expulsion or Exclusion.
 - e. Possession of Weapon Which Could Cause Harm
Minimum Action: Student conference, parent contact, and immediate notification of police when warranted.
Maximum Action: Expulsion or Exclusion.
 - f. Assault
“Assault” is doing an act with intent to cause fear in another of immediate bodily harm or death or intentionally inflicting or attempting to inflict bodily harm upon another.
Minimum Action: Suspension, parent conference and immediate notification of police.
Maximum Action: Expulsion or Exclusion.
 - g. Aggravated Assault
“Aggravated Assault” is committing an assault upon the person of another with a dangerous weapon or an assault which inflicts great bodily harm upon the person of another.
Minimum Action: Suspension, parent conference and immediate notification of police when warranted.
Maximum Action: Expulsion or Exclusion.

2. Violations Against Property

- a. Willful Damage of School, Staff Members, or Others Property
Minimum Action: Student conference, parent contact, and restitution.
Maximum Action: Expulsion or Exclusion.
- b. Theft
The unauthorized taking of the property of another.
Minimum Action: Student conference and parent contact.
Maximum Action: Notification of police or juvenile authorities when warranted.
Expulsion or Exclusion.
- c. Robbery/Extortion
The obtaining of property from another where his/her consent was induced by use of force or a threat of force.
Minimum Action: Suspension and parent conference.
Maximum Action: Immediate notification of police.
Expulsion or Exclusion

3. Violation Against School Administrative Procedures

- a. Willful Disobedience
Refusal to follow school rules and regulations.
Minimum Action: Student conference and/or detention given.
Maximum Action: Expulsion or Exclusion.
- b. Disruptive Behavior
Actions which interfere with effective operations of the school.
Minimum Action: Student conference and/or detention given.
Maximum Action: Expulsion or Exclusion.
- c. Defiance of Authority
Willful refusal to follow a legal direction/order given by a staff member.
Minimum Action: Student conference and/or detention given.
Maximum Action: Expulsion or Exclusion.
- d. Record and Identification Falsification
 - 1) Falsifying an official record.
 - 2) Refusal to give correct identification or giving false identification when requested to do so by a staff member.Minimum Action: Student conference and parent contact.
Maximum Action: Expulsion or Exclusion.
- e. Leaving School Grounds
Leaving school grounds during school hours without proper clearance.

Minimum Action: Student conference and/or detention given.
Maximum Action: Expulsion or Exclusion.

- f. Chronic and Unexcused Absenteeism or Tardiness
Minimum Action: Student conference and parent contact.
Maximum Action: Follow the truancy law.
Expulsion or Exclusion.
- g. Student Attire
Any infraction against established dress code as presented in the Parent/Student Handbook.
Minimum Action: Student conference and/or detention given.
Maximum Action: Suspension.
- h. Trespassing
Being physically present on a school campus or at a school activity after being requested to leave by school Administrator or other person lawfully responsible for the control of said premises.
Minimum Action: Student conference and parent contact.
Maximum Action: Referral to police or juvenile authorities when warranted.
Expulsion or Exclusion.

4. Other Violations

- a. Disorderly Conduct
Engaging in offensive, noisy, obscene, or abusive conduct.
Minimum Action: Student conference and/or detention given.
Maximum Action: Expulsion or Exclusion.
- b. Tobacco
Use of any type of tobacco product by any student.
Minimum Action: Student conference and/or detention given.
Maximum Action: Suspension.
- c. Use of Controlled Substance
Being under the influence of any controlled substance while on School grounds or at school sponsored activities.
Minimum Action: Suspension and parent contact.
Maximum Action: Expulsion or Exclusion.
- d. Possession and/or Sale of a Controlled Substance
Possession, sale, and/or distribution on the school premises of any controlled substances as defined in the Wisconsin Statute.
Minimum Action: Suspension, parent conference, referral to juvenile court and to police or juvenile authorities.
Maximum Action: Expulsion or Exclusion.