

SCHOOL DISTRICT OF MAYVILLE

443-Rule

CODE OF SCHOOL AND CLASSROOM CONDUCT

This code of conduct applies to all students in grades pre-kindergarten through grade 12.

A. **Statement of Principle**

The School District of Mayville has the responsibility to make its schools free of the dangers of disruption, violence, weapons, drugs and other behavior detrimental to the educational environment. Thus, student behavior that is dangerous, disruptive, and unruly or that interferes with the teacher's ability to teach, will not be tolerated. Any student who engages in such behavior may be subject to removal from class and short or long-term placement in an alternative setting as outlined in this code of conduct.

Removal from class under this code does not prohibit the district from pursuing or implementing disciplinary measures, including but not limited to, detentions, suspensions or expulsions for the conduct or behavior for which the student was removed. Disciplinary action shall be in accordance with established district policies and school rules. It should be noted that building administrators make decisions regarding a suspension, and the district administrator makes recommendations to the Board for expulsion. Thus, a teacher's decision to remove a student from class for behavior covered by the district's suspension and expulsion policy may mean (but not necessarily) that the student will also be suspended or expelled from school.

B. **School District of Mayville Philosophy**

The School District of Mayville administration is responsible for creating and supporting an orderly and safe school and classroom environment. The resulting school atmosphere will enhance teaching and improve the learning process.

District teachers are responsible to create and maintain an orderly and safe class environment, centering on instructional activities. A positive and meaningful learning climate will promote teaching and improve the learning process.

District students are expected to come to school and attend every class, prepared and willing to learn. Students will accept the responsibility to abide by and respect all the rules of behavior established by the Board, administration and their teachers.

Parents and guardians of students enrolled in the district are expected to be aware of their children's activities, performance and behavior in school. Parents and guardians are expected to cooperate and consult with the school administration and/or teachers, to prevent or to address personal or school-related problems.

C. Definition of Terms

The following definitions apply to terms used throughout this code:

1. **Class** means any class, meeting or activity that students attend, or in which they participate while in school under the control or direction of the district. This definition of "class" includes, without limitation, regular classes, special classes, resource room sessions, labs, library time, counseling groups, assemblies, field trips and study halls.
2. **Teacher of that class** means the regularly assigned teacher of the class, or any teacher assigned to teach, monitor, assist in or oversee the class. This definition includes, without limitation, any assigned substitute teacher, proctor, monitor or group leader.
3. **Building administrator** means a principal of a school, or other individual duly designated by the principal or district administrator.

D. Causes for Student Removal from Class

Accept as otherwise provided in Section H, a teacher may remove a student from class for dangerous, disruptive or unruly behavior or behavior that interferes with the ability of the teacher to teach effectively. **This type of behavior includes, but is not limited to the following:**

possession or use of a weapon or other item that might cause bodily harm to persons in the class
being under the influence of alcohol, other controlled substances or any substance that causes intoxication, or otherwise in violation of the district's student alcohol or other drug use policy
sexual harassment or other physical, verbal or psychological behavior that interferes with another person's work or school performance or creates an intimidating, hostile or offensive class environment
fighting
taunting, baiting, inciting and/or encouraging a fight or disruption
disruption and intimidation caused by gang or group symbols or gestures, gang or group posturing to provoke altercations or confrontations
physical confrontations with a student(s) or staff member (e.g., pushing or striking)

failure to comply with computer Internet network guidelines (inappropriate use/abuse)
obstruction of class activities or other intentional action taken to prevent the teacher from exercising his/her assigned duties
interfering with the orderly operation of the class by using, threatening to use, or counseling others to use violence, force, coercion, threats, intimidation, fear or disruptive means
dressing or grooming in a manner that presents a danger to health or safety, causes interference with work or creates class disorder
restricting another person's freedom to properly utilize class facilities or equipment
repeated class interruptions, confronting staff argumentatively, making loud noises or refusing to follow directions
throwing objects in the class
repeated disruption or violation of class rules
excessive or disruptive talking
excessive tardiness
marking on personal or school property that is considered offensive and/or disruptive
willful damage to school property or other personal property, including student planners
defiance of authority (willful refusal to follow directions or orders given by the teacher)
repeatedly reporting to class without bringing necessary materials to participate in class activities
possession of personal property prohibited by school rules and/or otherwise disruptive to the teaching and learning of others
repeated use of profanity
cheating/plagiarism

E. Removal Procedures

When the teacher determines that removal is appropriate, the teacher shall take one of the following courses of action:

instruct the student to go to the main office or designated area, obtain coverage for the class and escort the student to the main office, or seek assistance from the main office or other available staff. When assistance arrives, the teacher or other adult shall accompany the student to the main office.

In all of these cases, the teacher shall inform the building administrator of the reason(s) for the student's removal from class.

Within 24 hours of the removal, the teacher shall provide the building administrator with a written explanation of the reason(s) for the student's removal from class. Once the student arrives in the office or designated area, he/she will write a report of the incident in order to obtain his/her version of the situation.

F. Placement Procedures

The code recognizes that there are two, essentially separate, kinds of removal from class and placement in an alternative setting: (1) short-term or temporary and (2) long-term. Short-term removal and placement is likely to be disciplinary in nature, and authority to make such a decision generally rests with the teacher. Long-term removal and placement is for more serious and chronic behaviors, and authority to make such a decision rests with the building administrator. The teacher of the class from which the student was removed may request a student's long-term removal and placement.

1. Short-term Removal and Placement

Short-term removal from class and placement in an alternative setting will be for the remainder of that activity or class period, or until, through mutual agreement with the teacher and administrator, it is deemed appropriate for the student to return to the activity or class.

2. Long-term Removal and Placement

Long-term removal from class and placement in an alternative setting will be for the remainder of the grading period. The student may return to the class for the next grading period if the building administrator determines that the student is able to return to class without recurrence of the behavior for which the student was removed.

3. Placement Options

The building administrator shall place a student who has been removed from a class by a teacher in one of the following alternative educational settings:

An alternative educational program approved by the Board, as defined by state law

Another class in the school or another appropriate place in the school.

Another instructional setting

The class from which the student was removed with a behavior contract.

G. Parent/Guardian Notification Procedures

1. Short-term Removal and Placement

Every effort will be made to have personal telephone contact with the parent/guardian within 24 hours of the student's removal from a class.

A written notice must follow within two business days. The written notice shall specify the class from which the student was removed, the duration of the removal, and the basis for the removal, as stated by the teacher.

The building administrator/designee shall keep written records of all communication attempts, verbal or written.

2. Long-term Removal and Placement

Every effort will be made by the building administrator to schedule a meeting with the parent/guardian within 24 hours of the request for/decision to consider long-term removal and placement.

The parent/guardian of the student is encouraged to meet with the building administrator and/or the teacher(s) who made the request for removal.

A written notice shall be sent within three business days following the meeting or initial contact (if meeting is not scheduled/held). This notice will specify the class from which the student was removed, the duration of the removal, and the basis for the removal and placement decision.

Long-term removal and placement is an administrative decision not subject to a formal right of appeal. Nothing in this code shall prevent the building administrator from implementing a removal to another class, placement or setting prior to any meeting, and notwithstanding the objection of the parent/guardian or student.

If the student removed from class is also subject to disciplinary action, the student's parent/guardian shall also be notified of the disciplinary action in accordance with legal and policy requirements.

H. Removal and Placement of Students with Disabilities

Students being serviced under the Individuals with Disabilities Education Act (IDEA) or Section 504 may be removed from class and placed in an alternative educational setting consistent with state and federal laws and regulations. Placement for such students is a decision of the student's IEP team, subject to procedural safeguards, and cannot be made unilaterally by teachers or the administration. Notwithstanding these issues, students identified as requiring special education services under IDEA or Section 504 may, in general, be temporarily removed from class under the same terms and conditions as non-disabled students.

APPROVED: July 19, 1999
ADOPTED: August 16, 1999

Signatures of School Board Members:

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