

CODE OF STUDENT CONDUCT

The rules and standards set forth apply to conduct on school premises or on school buses or involving school property, to conduct off school premises or property owned or controlled by the district which directly affect other students or the school, and to conduct at school functions of any kind. For the purpose of maintaining appropriate educational climate any conduct which causes or which creates a likelihood that it will cause disruption or interference with any school functions, activity or purpose, or creates a likelihood that it will interfere with the health, safety, or well being, or the rights of other students is prohibited.

The preceding standard is a general standard that is to be used as a guide by all students. Not all acts of misconduct can be itemized. The following is an enumeration of some of the main areas of conduct which will lead to disciplinary action:

- A. Stealing, causing damage to, or destroying school or private property.
- B. Threatening or intimidating, causing or attempting to cause physical injury or harm to any student, teacher, or any other person.
- C. Interfering with school purpose or with the orderly operation of the school by using, threatening to use, or causing other persons to use violence, force, coercion, threats, intimidation, fear, or disruptive means.
- D. Possessing, using, or transmitting any object that in fact or under the circumstances and be considered to constitute a weapon.
- E. Using profane, indecent, or obscene language either verbally, physically, or in writing toward any student, teacher, or any person. Included in this prohibition would be the use of obscene gestures, signs, pictures, or publications.
- F. Gambling on school premises or at school events.
- G. Failure to comply with the directions of teachers, student teachers, school aides, bus drivers, principals, or other authorized school personnel. Teachers are authorized to make any rules to apply to their classrooms and study halls which will aid in efficiency. Pupils must comply with requests made by a teacher in a prompt manner and with a spirit of cooperation.
- H. Failure to comply with the minimum personal grooming guidelines as established by teachers and administrators.
- I. Possessing, using, consuming or showing evidence of consumption, or offering for sale any alcoholic beverages, tobacco or illegal or counterfeit drugs while in the school building, on the school grounds, or at any school activity.
- J. Loitering at any time on school grounds, in building, or adjacent properties.
- K. Truancy from classes and study halls. Tardiness.
- L. Falsifying in writing the name of another person, falsifying times, dates, grades, addresses, or other data on school forms or correspondence directed to the school.
- M. Persistent disobedience or gross misconduct, such as multiple office referrals may also serve as grounds for disciplinary action.
- N. Violation of driving regulations adopted by the Board of Education.
- O. Fighting is not an acceptable method for resolving differences and will not be tolerated. Students will not use threats of physical violence to intimidate or gain favors from other students. Also, students will not provoke fights between other students or directly with other students. If it can be clearly established that a student in a fight was merely defending himself, he will receive a lesser penalty, depending on the circumstances.
- P. False alarms – the act of initiating a fire alarm or initiating a report warning of a fire or an impending bombing.

OTHER VIOLATIONS

It should be noted that other possible student conduct reaching the gravity of the above examples, in terms of persistent disobedience or gross misconduct as elsewhere defined may also serve as grounds for suspension. The penalty for the violation of these policies will be decided upon by the administration staff. Violations of the Code of Conduct may result in verbal or written warnings, referral to counseling, parental contact or conference, assignment of additional work, and rearrangement of class schedules, detention, emergency removal, referral to law enforcement agencies, suspension to the maximum of ten days, and/or recommendation for expulsion from school. Students who have been suspended or expelled from school may not be present on school property, participate or attend any school activities or contests, or be present at activities or on property controlled by the school during the term of the suspension/expulsion. Students will be permitted to make up daily assignments for a maximum grade of 60% and a minimum grade of 50%. Tests and quizzes given during a suspension will be made up with teachers for a maximum grade of 60% and no minimum. Students will have an equal number of days to make up all assignments.

SUSPENSION, EXPULSION, APPEAL PROCESS

As governed by ORC 3313.66 major disciplinary actions such as suspension and/or expulsion from school are used in the most serious disciplinary cases. While it is legally possible for the school principal to suspend a student for a period of up to ten (10) school days, only the superintendent of schools has the authority to expel a student from school. Superintendents may expel a student from school for up to eighty (80) days; and in some cases for an entire year. Expulsion may result in the loss of credit for courses being taken at school, at Collins Career Center, or through any College Credit Plus Program

PROCEDURES FOR SUSPENSION:

The principal will give written notice to the pupil of the intention to suspend and the reasons for the suspension.

The student will have an opportunity to appear at an informal hearing before the principal to hear the reasons for the intended suspension.

If the student is to be suspended, he/she will be told of the suspension and its length.

An official notice of the action will be mailed to the parent or guardian within 24 hours of the suspension. This notice must include the reason for the suspension; the right of the student and parent to appeal the decision; and the right to be represented at the appeal and to request the hearing on appeal be held in private.

If a student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process, the principal may remove the student from the premises.

A due process hearing must be held within seventy-two (72) hours after such removal is ordered.

REMOVAL FROM CLASS:

If a student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process, then a teacher may remove the student from curricular or extracurricular activities under his/her supervision.

If a teacher makes an emergency removal for 24 hours or more, the reasons for the removal must be submitted to the principal in writing as soon after the removal as practicable.

A due process hearing must be held within 72 hours after removal is ordered. The person who ordered the removal must be at the hearing. Procedures for this hearing are the same as for a suspension hearing.

If the principal reinstates a student prior to the hearing, the teacher, upon request, will receive written reasons for the actions. The teacher cannot refuse to reinstate a student even though reasons are given.

In an emergency removal, a student can be kept from class until the matter of his/her misconduct is disposed of either by reinstatement, suspension or expulsion.

PROCEDURES FOR EXPULSION:

Upon recommendation of the principal, the superintendent may expel a student from school. The superintendent will give the student and his/her parent or guardian written notice of the intended expulsion. This notice is to include reasons for the intended expulsion.

Upon request, the student and parent or representative will have an opportunity to appear before the principal to challenge his/her action or to otherwise explain the student's actions. The administrator cannot order such a hearing in the event the student and parent(s) choose not to attend.

The written notice of intended expulsion by the superintendent will state the time and place to appear for the hearing. Said hearing must not be less than 3 days or later than 5 days after the notice is given.

An official notice of the expulsion will be mailed, within 24 hours, to the parent or guardian. This notice will include the reason(s) for the expulsion; the right of the student and parent or guardian to appeal to the Board of Education and the right to be represented at the appeal and to request the hearing be held in private.

APPEAL PROCEDURE

Appeal from suspension or expulsion shall be made by the student, accompanied by his/her parent or guardian, in the following sequence:

1. Building principal
2. Local Superintendent
3. Board of Education
4. Courts