

## **Middle School Code of Conduct**

Acceptable conduct comes from a positive concern for self and others. Every teacher the duty to insist on orderly behavior. However, each student also has the responsibility of self-discipline. The rules that follow are guidelines to help students understand the choices and consequences involved in their behavior.

### **Philosophy**

Caro Middle School believes that acceptable conduct is an important aspect of the education process. At times, disciplinary action is necessary to develop socially acceptable behavior and to produce an environment in which complete attention may be directed to teaching and learning activities.

The staff of Caro Middle School believes that student conduct must be a cooperative effort of the total school community- the board, parents, staff and students.

### **Goals**

1. To ensure a safe and orderly classroom and school environment which is conducive for all students to learn.
2. To provide a consistent framework of student conduct that holds the school community (Board, parents, staff and students) accountable.
3. To use positive reinforcement to bolster self-esteem of students who stay within socially acceptable guidelines.

### **Student Outcomes**

1. To develop students with an understanding of socially acceptable behavior and encourage them to exhibit it.
2. To hold students accountable for their own behavior.
3. To provide an atmosphere for students to become respectful, responsible, and safe law-abiding citizens in our community.

Caro Middle School staff appreciate parent support of our efforts to provide a safe and orderly environment in which all students can achieve their potential. Communication with parents is a critical component of improving student conduct. Most misconduct will be handled and managed directly by the classroom teacher. Persistent or major offenses may warrant administrative intervention

### **STUDENT MISCONDUCT**

The Student Code of Conduct establishes the rules governing the most serious and obvious types of student misconduct. The prohibited acts listed in this Student Code of Conduct are not to be considered as an all-inclusive list or as a limitation upon the authority of school officials to deal appropriately with violations of a school building's individual rules and regulations, or other types of conduct which interfere with the good order of the school system, the proper functioning of the educational process, or the health and safety of students.

1. Any activity which interferes with the normal, orderly progress of the educational process.

2. Any activity which interferes with the right of the teacher to teach or the right of the students to learn.
3. Any actions which may endanger, threaten, coerce, or intimidate.
4. Any conduct which initiates, promotes, or carries out physical assault.
5. Any activity which involves the damaging or theft of either public or personal property.
6. Any behavior which can be interpreted as defiant or disobedient to regularly constituted authority.
7. Any behavior considered distasteful and offensive in the school environment.

### **RANGE OF DISCIPLINE**

Appropriate discipline will vary due to the severity and impact of the particular act on the school community. Violations listed are grouped into minor and major levels. Each level is based on the degree of severity.

Caro Middle School will also consider restorative practices as an addition or an alternative to discipline. The discipline for violating some prohibited acts ranges from administrative intervention to expulsion. For other prohibited acts, the penalty is expulsion. In cases where the stated penalty is not expulsion but is set forth in terms of a range, the actual penalty imposed will depend upon the consideration of the factors defined below:

### **CONSIDERATION OF INDIVIDUAL FACTORS-MICHIGAN LAW**

1) Before suspending or expelling a pupil under section 1310, 1311(1), 1311(2), or 1311a, the board of a school district or intermediate school district or board of directors of a public school academy, or a superintendent, school principal, or other designee under section 1311(1), shall consider each of the following factors:

- (a) The pupil's age.
  - (b) The pupil's disciplinary history.
  - (c) Whether the pupil is a student with a disability.
  - (d) The seriousness of the violation or behavior committed by the pupil.
  - (e) Whether the violation or behavior committed by the pupil threatened the safety of any pupil or staff member.
  - (f) Whether restorative practices will be used to address the violation or behavior committed by the pupil.
  - (g) Whether a lesser intervention would properly address the violation or behavior committed by the pupil.
- (2) Except as provided in subsection (3), this section applies to give the board of a school district or intermediate school district or board of directors of a public school academy, or its designee, discretion over whether or not to suspend or expel a pupil under section 1310, 1311(1), 1311(2), or 1311a. In exercising this discretion with regard to a suspension of more than 10 days or an expulsion, there is a rebuttable presumption that a suspension or expulsion is not justified unless the board or board of directors, or its designee, can demonstrate that it considered each of the factors listed under subsection (1). For a suspension of 10 or fewer days, there is no rebuttable presumption, but the board or board of directors, or its designee, shall consider each of the factors listed under subsection (1).
- (3) This section does not apply to a pupil being expelled under section 1311(2) for possessing a firearm in a weapon free school zone.

(4) Except as provided in subsection (3), consideration of the factors listed in subsection (1) is mandatory before suspending or expelling a student under section 1310, 1311(1), 1311(2), or 1311a. The method used for consideration of the factors is at the sole discretion of the board of a school district or intermediate school district or board of directors of a public school academy, or its designee.

A student violating any of the prohibited acts listed in the Student Code of Conduct will be disciplined in accordance with the Code of Conduct. Additionally, a student who engages in a prohibited act which violates law may be referred to the appropriate police authority.

### **DISCIPLINARY ACTION DEFINITIONS**

Restorative Practice – Consistent with Michigan law and in every case, the School District will consider restorative practices as an additional or alternative to suspension or expulsion. Restorative practices are practices that emphasize repairing the harm that was done to the Caro Middle School community. Restorative practices should be the first consideration to remediate offenses such as interpersonal conflicts, bullying, verbal and physical conflicts, theft, damage to property, class disruption, and harassment, bullying, and cyberbullying.

Detention – A period of time in addition to a student’s regular schedule when the student is detained by a teacher or principal. Failure to report will result in the student receiving the initial detention plus an additional consequence.

In-School Suspension- Separation from regular classes and other activities of the building for a specific length of time. Students are considered present at school and will be responsible for assignments. Students may not participate in sports or other extra-curricular activities the day they are assigned to the In-School Suspension. Student misconduct during this time will result in an Out-of-School Suspension.

Out-of-School Suspension – A student serves day(s) of suspension at home. The student is expected to complete and hand in all assignments the day they return to school. The student may not participate in, or attend, any sport or school-related activity, or be on school property at any time unless authorized by the administration. The student can ask for homework to be picked up after 24 hours’ notice. No additional requests for homework will be honored until previously requested assignments have been turned in.

Expulsion - Short term (longer than 10 days) or permanent removal of the student from the building and campus on the basis of student violation by action of the Board of Education. The principal and assistant principal are delegated authority by the Board of Education to initiate the separation procedure for student misconduct and/or violation of the district’s policies and regulations.

### **DUE PROCESS (Board Policy 5611)**

The Board of Education recognizes the importance of safeguarding a student's constitutional rights, particularly when subject to the District's disciplinary procedures. To better ensure appropriate due-process is provided a student, the Board establishes the following guidelines:

Short Term Suspension from School (10 days or fewer):

Except when emergency removal is warranted, a student must be given oral or written notice of the charges against him/her and the opportunity to respond prior to the implementation of a suspension. When emergency removal has been implemented, notice and opportunity to respond shall occur as soon as reasonably possible. The principal or other designated administrator shall provide the opportunity to be heard and shall be responsible for making the suspension decision. An appeal may be addressed to the superintendent whose decision will be final.

Long Term Suspension or Expulsion (greater than 10 days):

A student and his/her parent or guardian must be given written notice of the intention to suspend or expel and the reasons therefore, and an opportunity to appear with a representative before the Board to answer the charges. The student and/or his/her guardian must also be provided a brief description of the student's rights and of the hearing procedure, a list of the witnesses who will provide testimony to the Board and a summary of the facts to which the witnesses will testify. At the student's request, the hearing may be private, but the Board must act publicly. The Board shall act on any appeal, which must be submitted in writing, to an expulsion (Policy 5610 and/or Policy 5610.01), to a request for reinstatement (Policy 5610.01), or to a request for admission after being permanently expelled from another district (Policy 5610.01).