

R 5600.2 STUDENT DISCIPLINE/CODE OF CONDUCT - MIDDLE SCHOOL

Effective citizenship requires a spirit which balances freedom for the individual with responsibility for society. In order to develop this understanding and protect everyone in the society, procedures are established within any community. The approach to discipline balances individual privileges with the needs of the educational family. Policies are designed to help each pupil understand the value of acting in a responsible way. If behavior becomes irresponsible, an effort is made to help the pupil find better ways to reach goals, while also developing an understanding of the consequences of actions. The goal is to develop intellectual ability and social responsibility in all pupils. Disruption and interference with the education of others, a lack of respect for the rights or properties of others, and an inability to do as directed are examples of behavior necessitating action.

A. Purpose

The Student Code of Conduct and this Regulation are established to achieve the following purposes:

1. Foster the health, safety, social, and emotional well-being of students;
2. Support the establishment and maintenance of civil, safe, secure, supportive, and disciplined school environments conducive to learning;
3. Promote achievement of high academic standards;
4. Prevent the occurrence of problem behaviors;
5. Establish parameters for the intervention and remediation of problem student behaviors at all stages of identification; and
6. Establish parameters for school responses to violations of the code of student conduct that take into account, at a minimum, the severity of the offenses, the developmental ages of student offenders and students' histories of inappropriate behaviors in accordance with N.J.A.C. 6A:16-7.2 through 7.8, as appropriate.

B. Expectations for Academic Achievement, Behavior, and Attendance



All students have a responsibility to comply with State statutes and administrative codes for academic achievement, behavior, and attendance, pursuant to N.J.A.C. 6A:32-8 and 13.1.

C. Behaviors That May Result in Suspension or Expulsion

In accordance with the provisions of N.J.S.A. 18A:37-2, any student who is guilty of continued and willful disobedience, open defiance of the authority of any teacher or person having authority over the student, the habitual use of profanity or of obscene language, or who shall cut, deface or otherwise injure any school property, shall be liable to punishment and to suspension or expulsion from school. Conduct which shall constitute good cause for suspension or expulsion of a student guilty of such conduct shall include, but not be limited to, any of the following:

1. Continued and willful disobedience;
2. Open defiance of the authority of any teacher or person, having authority over the student;
3. Conduct of such character as to constitute a continuing danger to the physical well-being of other students;
4. Physical assault upon another student;
5. Taking, or attempting to take, personal property or money from another student, or from the student's presence, by means of force or fear;
6. Willfully causing, or attempting to cause, substantial damage to school property;
7. Participation in an unauthorized occupancy by any group of students or others of any part of any school or other building owned by any school district, and failure to leave such school or other facility promptly after having been directed to do so by the Principal or other person then in charge of such building or facility;
8. Incitement which is intended to and does result in unauthorized occupation by any group of students or others of any part of a school or other facility owned by any school district;



9. Incitement which is intended to and does result in truancy by other students;
10. Knowing possession or knowing consumption without legal authority of alcoholic beverages or controlled dangerous substances on school premises, or being under the influence of intoxicating liquor or controlled dangerous substances while on school premises; and
11. Harassment, intimidation, or bullying.

Students shall also be suspended from school for assault upon a school staff member in accordance with the provisions of N.J.S.A. 18A:37-2.1 and 2.2.

D. Students' Rights

Students subject to the consequences of the Student Discipline/Code of Conduct Policy and Regulation shall be informed of their rights, pursuant to N.J.A.C. 6A:16-7.1(c)3.i. through vii., that include:

1. Advance notice of behaviors that will result in suspensions and expulsions that have been identified under authority of N.J.S.A. 18A:37-2;
2. Education that supports students' development into productive citizens;
3. Attendance in safe and secure school environments;
4. Attendance at school irrespective of students' marriage, pregnancy, or parenthood;
5. Due process and appeal procedures, pursuant to N.J.A.C. 6A:3-1.3 through 1.17, N.J.A.C. 6A:4 and, where applicable, N.J.A.C. 6A:14-2.7 and 2.8, and N.J.A.C. 6A:16-7.2 through 7.5;
6. Parent notification consistent with the policies and procedures established pursuant to N.J.A.C. 6A:16-6.2(b)3 and N.J.A.C. 6A:16-7.1 through 7.8; and
7. Protections pursuant to 20 U.S.C. § 1232g, Family Educational Rights and Privacy Act; 34 CFR Part 99, Family Educational Rights and Privacy; 20



U.S.C. § 1232h, Protection of Pupil Rights; 34 CFR Part 98, Student Rights in Research, Experimental Programs and Testing; P.L. 104-191, Health Insurance Portability and Accountability Act; 45 CFR Part 160, General Administrative Requirements; 20 U.S.C. § 7165, Transfer of school disciplinary records; 42 CFR Part 2, Confidentiality of Alcohol and Drug Abuse Patient Records; N.J.S.A. 18A:40A-7.1, Confidentiality of certain information provided by pupils, exceptions; N.J.A.C. 6A:16-3.2, Confidentiality of student alcohol and other drug information; N.J.S.A. 18A:36-19, Pupil records, creation, maintenance and retention, security and access, regulations, nonliability; N.J.S.A. 2A:4A-60, Disclosure of juvenile information, penalties for disclosure; N.J.A.C. 6A:32-7, Student Records; N.J.A.C. 6A:14-2.9, Student records, as well as other existing Federal and State laws and rules pertaining to student protections.

E. Comprehensive Behavioral Supports

Below are behavioral supports that promote positive student development and the students' abilities to fulfill the behavioral expectations established by the Board. These behavioral supports may include, but are not limited to, the following:

1. Positive Reinforcement for Good Conduct and Academic Success
2. Supportive Interventions and Referral Services

A student may be referred to the school's Intervention and Referral Services Team in accordance with the provisions of N.J.A.C. 6A:16-8.1 and 8.2 and Policy and Regulation 2417.

3. Remediation of Problem Behavior

The following actions may be taken to remediate problem behavior. These actions will take into account the behavior's nature, the students' developmental ages, and the students' histories of problem behaviors and performance.

- a. Restitution and Restoration

- (1) A student may be required to make restitution for any loss resulting from the student's conduct; or



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- (2) A student may be required, at the discretion of the school district and when appropriate, to restore to its former condition any damaged or defaced property resulting from the student's conduct.

b. Counseling

- (1) A student may be required to consult with school guidance counselors or Child Study Team members.
- (2) The counselor will explain why the student's conduct is unacceptable to the school and damaging to the student, what the consequences of continued misconduct are likely to be, and appropriate alternative behaviors.
- (3) The counselor may refer the student, as appropriate, for additional counseling, evaluation, intervention, treatment, or therapy. Referrals may be made to the Child Study Team, the school's Intervention and Referral Services Team, a public or private social agency, a legal agency, or any other referral service that may assist the student.

c. Parent Conferences

- (1) Students may be required to attend a meeting with their parent and appropriate school staff members to discuss the causes of the student's behavior, possible remediation, potential disciplinary measures, and alternative conduct.

d. Alternate Educational Program

- (1) Students may be assigned to an alternate educational program as recommended by the student's guidance counselor, classroom teacher, Child Study Team, and/or other school staff member.

4. Students with Disabilities



For students with disabilities, the remedial measures and behavioral interventions and supports shall be determined and provided pursuant to N.J.A.C. 6A:14.

F. School Responses to Violations of Behavioral Expectations

1. In accordance with the provisions of N.J.A.C. 6A:16-7.1(c)5, the Student Code of Conduct shall include a description of school responses to violations of behavioral expectations established by the Board of Education that, at a minimum are graded according to the severity of the offenses, and consider the developmental ages of the student offenders and their histories of inappropriate behavior that shall:
 - a. Include a continuum of actions designed to remediate and, where necessary or required by law, to impose sanctions;
 - b. Be consistent with other responses, pursuant to N.J.A.C. 6A:16-5.5;
 - c. Provide for equitable application of the Code of Student Conduct without regard to race; color; religion; ancestry; national origin; nationality; sex; gender; sexual orientation; gender identity or expression; marital, domestic-partnership, or civil union; mental, physical, or sensory disability; or any other distinguishing characteristic, pursuant to N.J.S.A. 10:5-1 et seq. and
 - d. Be consistent with provisions of N.J.S.A. 18A:6-1, Corporal Punishment of Students.

G. Description of School Responses

School responses to violations of behavioral expectations are listed below:

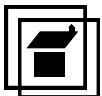
1. Admonishment/Reprimand
 - a. A school staff member in authority may admonish or reprimand a student's unacceptable conduct and warn the student that additional misconduct may warrant a more severe penalty.
2. Temporary Removal from Classroom



- a. The classroom teacher may direct the student report to the office of the administrator in charge of student discipline.
 - b. The teacher will complete a form that indicates the student's name and the conduct that has caused the student's removal from the teacher's room.
 - c. The administrator in charge of discipline will interview the student and determine which, if any, additional consequences shall be imposed.
3. Meeting with School Administration and Parent
 - a. The student's parent may be required to attend a meeting with the Principal or designee and the student to discuss the student's conduct and to ensure the parent and the student understand school rules and expectations.
4. Deprivation of Privileges
 - a. Students may be deprived privileges as disciplinary sanctions when designed to maintain the order and integrity of the school environment. These privileges may include, but are not limited to:
 - (1) Moving freely about the school building;
 - (2) Participation in co-curricular or inter/intrascholastic activities;
 - (3) Attendance at a school-related social or sports activity;
 - (4) Participation in a graduation ceremony;
 - (5) Transportation to and from school on a school bus; or
 - (6) Any other privilege the Building Principal or designee determines may be appropriate and consistent with Policy and Regulation 5600 and N.J.A.C. 6A:16-7.1 et seq.



5. Detention
 - a. A student may be required to report before or after the school day to detention. This detention may be assigned by the teacher or the Principal or designee.
 - b. Transportation to detention before school or from detention after school will be the responsibility of the parent.
 - c. A student may be excused from detention only for an unavoidable commitment previously made; any such excused detention must be made up on another day.
6. Grade Adjustment
 - a. A student who has cheated on a test or assignment, plagiarized material, falsified sources, refused to submit assignments, or otherwise indulged in academic dishonesty or negligence may suffer a reduced grade by virtue of the disqualified work. In no other instance may a student's grade be lowered as a direct penalty for misconduct.
7. In-school Suspension
 - a. If the school operates an in-school suspension program, a student may be removed from his/her regular classes and required to report to the in-school suspension program.
 - b. In-school suspension will not be imposed without the due process procedures set forth in Policy and Regulation 5610.
8. Suspension from School
 - a. A student may be denied the right to attend school for a period of time pursuant to N.J.S.A. 18A:37-2, N.J.A.C. 6A:16-7.2 and 6A:16-7.3, and Policy 5610.
 - b. Suspension from school will not be imposed without the due process procedures set forth in Policy and Regulation 5610.



9. Expulsion
 - a. The Board may expel a general education student from school, pursuant to N.J.S.A. 18A:37-2, N.J.A.C. 6A:16-7.4, and Policy 5620.
 - b. Expulsion is an extremely serious disciplinary measure and will not be imposed without the due process set forth in Policy and Regulation 5610 and Policy 5620.

H. Chart of Student Discipline

Discipline Guidelines

Discipline problems will be treated with positive methods before more punitive measures are found necessary. It is intended that consequences, when assigned, will encourage improved student behavior.

Should a student show improvement by not repeating an offense for one semester in any of the following listed areas, disciplinary action taken in a given area may revert back to the previous penalty administered by school authorities. Please note that this applies only to the following sections/infractions: Section A, Section B, and Section C.

In areas not specifically covered by the discipline policy, punishment will be administered at the discretion of the administration. Administrators may change a Detention to a Restricted Study, or Restricted Study to an Out-of-School Suspension at their discretion, based upon the circumstances of the infraction. Additionally, all consequences listed in sections A, B, C and D of the discipline policy may be subjected to administrative interpretation.

The administration shall keep a file on a student who has violated the rules. It shall be the responsibility of the administration to see that, for each subsequent infraction, a concise account and record shall be communicated to the home in order to keep the parent informed of any change in the student's status.

Any student who accumulates a total of ten (10) discipline referrals in a semester (i.e., Semester 1 - September to January; Semester 2 - February to June) will be suspended out of school, pending a mandatory parent conference.



Any student who accumulates a combination of ten (10) or more days of Detention, Restricted Study, or Out-of-School Suspension will not be permitted to attend any school function (including all dances and school trips).

Students who are suspended (either Restricted Study or Out-of-School) are immediately excluded from all student activities and/or functions for the duration of the suspension; this includes attendance, as well as active participation. Eligibility for attendance or participation will be restored when the student is re-admitted to school or regular classes. Example: A student is suspended at the close of school on Thursday for one (1) day. That student is then immediately prohibited from attending all school activities until reinstated to school on Monday.

However, scheduling a student to serve a suspension in Restricted Study many times requires a one or two day delay. Therefore, in an effort to provide consistency of punishment, the exclusion for extra-curricular activities or curricular functions which take place after regular class hours shall begin immediately upon suspension, and will continue for the length of suspensions in spite of the fact that the student may continue to attend regular classes.

Eventually, the student will serve the suspension in the Restricted Study room. Example: a student is suspended on Monday afternoon for two (2) days in Restricted Study but cannot be scheduled in the Restricted Study room until Thursday or Friday. That student is excluded from all extra-curricular activities and curricular activities which take place after regular school hours immediately on Monday and will regain eligibility for such activities on Thursday morning (two school days from time of sentence), despite the fact that he/she has not yet served the suspension from regular classes as yet. This same prohibition would be in place for all weekend activities if the days of suspension include a Friday.

If the number of times a student commits an offense is greater than the number listed on the Code, that student shall be suspended out of school pending a conference with the Superintendent.

Note: If there is a difference in interpretation of a student offense between the administrator and the reporting staff member, a private conference will be held between the administrator and staff member prior to the consequences being administered to the student.

1. ATTEND SCHOOL AND ALL CLASSES REGULARLY



a. Truancy/Leaving School Grounds without Permission

1st Offense

- 1 Day Restricted Study
- Parent Notification
- Attendance Personnel Notification

2nd Offense

- 2 Days Restricted Study
- Parent Conference
- Attendance Personnel Notification

3rd Offense

- 3 Days Restricted Study
- Parent Conference
- Principal's Probation
- Attendance Personnel Notification
- Complaint Signed in Municipal Court

4th Offense

- 1 Day Out-of-School Suspension
- Parent Conference with Building Principal

b. Cutting Class (Including homeroom and leaving class without permission. A cut is considered when the student is out of class for more than 5 minutes without permission or in an undesignated area without permission.)

1st Offense

- 2 Detentions
- Parent Notification

2nd Offense

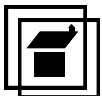
- One Day Restricted Study
- Parent Conference

3rd Offense

- 2 Days Restricted Study
- Parent Conference
- Counseling

4th Offense

- 1 Day Out-of-School Suspension
- Parent Conference with Building Principal
- Placed on Principal's Probation



REGULATION

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c. Late to School

5 th Late to School in Semester	2:30-3:30 Detention
10 th Late to School in Semester	2:30-3:30 Detention
15 th Late to School in Semester	(2) 2:30-3:30 Detention
20 th Late to School in Semester	(2) 2:30-3:30 Detention
25 th Late to School in Semester	(2) 2:30-3:30 Detention
Every 5 Lates to School after 25	(2) 2:30-3:30 Detention

Lateness to school will reset at the semester break (end of Marking Period 2) and discipline will start from the top of the list.
Attendance points are cumulative for the school year and will not reset at all during the school year.

d. Late to Class

1st- 2nd Offense

- Teacher Warning

3rd-5th Offense

- Teacher Consequence
- Teacher Detention
- Parent Notification

6th-9th Offense

- Referral to Assistant Principal
- Administrative Detention

10th Offense

- Referral to Assistant Principal
- 1 Restricted Study

15th Offense

- Referral to Assistant Principal
- Parent Notification
- Out-of-School Suspension pending hearing w/Principal

e. Cutting Detention

1st Offense

- 2 Detentions
- Parent Notification



2nd Offense

- 1 Day Restricted Study
- Parent Conference
- Counseling

3rd Offense

- 1 Day Out-of-School Suspension, Conference with Principal

4th Offense

- 2Days Out-of-School Suspension pending Parent Conference w/Building Principal

5th Offense

- Out-of-School Suspension, Hearing w/Superintendent

2. MAKE A CONCERTED EFFORT TO LEARN INFORMATION PRESENTED AND COMPLETE ALL LEARNING ASSIGNMENTS

Academic Integrity & Plagiarism

All Clearview Regional High School programs require high standards of academic integrity. All forms of dishonesty whether by act or omission, but not limited to, cheating, plagiarism and knowingly furnishing false information to the school district are prohibited.

Students at CRHS are explicitly taught how to integrate secondary source material into original works. CRHS currently relies upon the conventions of the Modern Language Association whose approach requires students to parenthetically document resources. This approach is supported by the Media Center and in all disciplines. Some teachers also expose students to the conventions of the American Psychological Association (APA) or the newer Chicago format, usually expected in higher education.

Students who plagiarize an original composition (research paper, literary analysis, science lab, news journalism, and other compositions) will receive 2 days of Detention for the offense. Teachers may use their discretion to determine if a secondary assignment will be provided.

1st Offense

- 2 Detentions
- Parent Notification

2nd Offense



- 1 Day Restricted Study
 - Parent Conference with Assistant Principal
- 3rd Offense
- 1 Day Out-of-School Suspension
 - Conference with Building Principal

Cheating can also take the following forms; cheat-sheets, crib-sheets, answers written on pencils, hats, notebooks, appendages (arms, legs, hands), calculators, or when students rely upon the utilization of cell phones, text-messaging or listening devices (MP3 player, iPods, laptops) to copy and transfer information while completing an assessment is not ethical. Likewise, the sharing of answers during assessment periods via whispering, talking, or due to placement on the desk, constitutes a violation of the ethical code of conduct, as does the sharing and subsequent copying of homework assignments.

1st Offense

- 1 Detention

2nd Offense

- 1 Day Restricted Study
- Parent Notification

3rd Offense

- 2 Days Restricted Study
- Parent Notification

Teachers are not required to provide make-up work when students are caught cheating; teachers may provide a secondary assessment.

3. DEMONSTRATE RESPECT FOR SELF AND ALL OTHERS

a. Pupil Misconduct

1st Offense

- 1 Detention
- Parent Notification

2nd Offense

- 2 Detentions
- Parent Notification

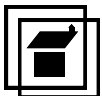
3rd Offense

- 1 Day Restricted Study



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- Parent Notification
- Teacher Conference with Parent and Assistant Principal
- 4th Offense
 - 2 Days Restricted Study
 - Parent Conference
- 5th Offense
 - 1 Day Out-of-School Suspension pending Parent Conference w/Building Principal
- b. Misuse of Hall Pass (also to include altering of pass)
 - 1st Offense
 - 1 Detention
 - 2nd Offense
 - 2 Detentions
 - Parent Notification
 - 3rd Offense
 - 1 Day Restricted Study
 - Parent Notification
 - 4th Offense
 - 1 Day Out-of-School Suspension pending Conference w/Building Principal
- c. No Eating or Drinking in Classrooms or Hallways (except when permitted by Administration)
 - 1st Offense
 - Warning
 - 2nd Offense
 - 1 Detention
 - 3rd Offense
 - 1 Day Restricted Study
 - Parent Notification
 - 4th Offense
 - Out-of-School Suspension
 - Parent Notification
 - Meeting w/Building Principal
- d. Throwing Food or Objects (Administrative interpretation may be exercised).



1st Offense

- 1 Day Restricted Study
- Parent Notification

2nd Offense

- 2 Days Restricted Study
- Parent Notification
- Parent Conference w/Building Assistant Principal

3rd Offense

- 1 Day Out-of-School Suspension
- Parent Conference w/Building Principal

- e. Disrespectful, Defiant, Irrational or Insubordinate In or Outside Classroom (Administrative interpretation may be exercised)

1st Offense

- 1 Day Restricted Study
- Parent Conference

2nd Offense

- 2 Days Restricted Study
- Parent Conference

3rd Offense

- 1 Day Out-of-School Suspension
- Parent Conference w/Building Principal

4th Offense

- Out-of-School Suspension Pending Parent Conference w/Superintendent of Schools

- f. Disrespectful, Defiant or Insubordinate in Restricted Study

1st Offense

- Out-of-School Suspension Pending Parent Conference

- g. Smoking or Chewing Tobacco on School Premises or During Any School Activity

1st Offense

- 3 Days Out-of School Suspension
- Mandatory Parent Conference w/Assistant Principal, SAC Referral



2nd Offense

- 3 Days Out-of-School Suspension
- Mandatory Parent Conference w/Assistant Principal, SAC Referral
- Complaint Signed w/Municipal Court

3rd Offense

- 5 Days Out-of-School Suspension
- Parent Conference w/Building Principal
- Complaint Signed w/Municipal Court

4th Offense

- Out-of-School Suspension Pending Hearing w/Superintendent of Schools

- h. Lighting Matches/Lighters, Possession of Cigarettes, Cigars, Pipes, Chewing Tobacco during Any School Activity, Students Guarding or Warning Smokers of Teachers Approach

1st Offense

- 1 Day Out-of-School Suspension
- Parent Conference
- Counseling

2nd Offense

- 3 Days Out-of-School Suspension
- Parent Conference
- Counseling

3rd Offense

- Out-of-School Suspension pending Parent Conference w/Building Principal
- Principal's Probation

4th Offense

- Out-of-School Suspension Pending Hearing w/Superintendent of Schools

- i. Smoking and/or Possessing E-Cigarettes or Vaporizers (Vaping) Paraphernalia on School Premises or During Any School Activity

1st Offense

- Minimum of 3 Days for Vaping and Mandatory Drug Screen



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- Minimum of 5 Days for Vaping with a Positive Result After Mandatory Drug Screen

2nd Offense

- Minimum of 10 Days Out-of-School Suspension Pending Hearing w/Superintendent of Schools; Mandatory Drug Screen

4. STUDENTS MAY NOT BE IN POSSESSION OF ABOVE

- a. Obscene or Vulgar Language or Possession of Obscene Material (Administrative Interpretation May Be Exercised).

1st Offense

- 1 Day Restricted Study
- Parent Notification

2nd Offense

- 2 Days Restricted Study
- Parent Conference
- Counseling

3rd Offense

- 1 Day Out-of-School Suspension Pending Parent Conference w/Building Principal
- Principal's Probation

- b. Inappropriate Language

1st Offense

- 1 Detention

2nd Offense

- 2 Days Detention
- Parent Notification
- Counseling

3rd Offense

- 1 Day Restricted Study
- Parent Conference
- Counseling

4th Offense

- 1 Day Out-of-School Suspension Pending Parent Conference w/Building Principal
- Principal's Probation



- c. Overt/Unusual Outward Physical Display of Affection or Irregular Behavior Toward or With Another Student (Kissing)

1st Offense

- Warning

2nd Offense

- 1 Detention

3rd Offense

- 1 Day Restricted Study
- Parent Conference

- d. Lewd/Bizarre Behavior (Administrative Interpretation May Be Exercised)

1st Offense

- 1-3 Days Out-of-School Suspension
- Parent Conference
- Principal's Probation
- Police Notification

2nd Offense

- 3-5 Days Out-of-School Suspension
- Child Study Team Referral
- Police Notification

3rd Offense

- 5 Days Out-of-School Suspension Pending Hearing w/Superintendent of Schools

- e. Gambling/Selling Goods (food, beverages, etc.)

1st Offense

- 1 Day Detention
- Parent Notification

2nd Offense

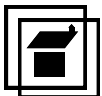
- 1 Day Restricted Study
- Parent Conference w/Building Assistant Principal
- Possible Police Notification
- Principal's Probation

3rd Offense

- Out-of-School Suspension Pending Hearing w/Building



- Principal
 - Possible Police Notification
- f. Possession of Fireworks
- 1st Offense
 - 5 Days Out-of-School Suspension Hearing w/Superintendent of Schools
 - 2nd Offense
 - Out-of-School Suspension Pending Hearing w/Superintendent of Schools or Board of Education
 - Complaint Signed w/Municipal Court
- g. Setting off Fireworks
- 1st Offense
 - Out-of-School Suspension Pending Hearing with Superintendent of Schools or Board of Education
 - Complaint Signed w/Municipal Court
- h. Possession/Setting off Poppers/Caps/Stink Bombs
- 1st Offense
 - 1 Day Out-of-School Suspension
 - Parent Conference
 - 2nd Offense
 - 2 Days Out-of-School Suspension
 - Principal's Probation
 - 3rd Offense
 - Out-of-School Suspension Pending Hearing w/Superintendent of Schools
- i. Possession of Bombs
- 1st Offense
 - Out-of-School Suspension Pending Hearing with Superintendent of Schools or Board of Education
 - Police Notification



j. Setting off Bombs/Explosives

1st Offense

- Out-of-School Suspension Pending Hearing with Superintendent of Schools or Board of Education
- Police Notification

k. Possession or Use of Alcohol or Controlled Dangerous Substance or Medication (Over the Counter, Prescription, Diet, Herbal, or Detox Supplements) within the Drug-Free School Zone during any School Activity; or While Participating or Attending any School-Sponsored Activity

1st Offense

- Out-of-School Suspension Pending Hearing with Superintendent of Schools or Board of Education
- Parent Notification
- Police Notification/Complaint Signed
- Assessment w/Student Assistance Coordinator (Parent & Student)
- Child Study Team Referral
- 30-Day Exclusion from all Extra Curricular Activities if an When Reinstated to School

2nd Offense

- Expulsion hearing w/Superintendent or Schools and Board of Education

l. Possession or Use of Drug Paraphernalia or "Look-Alikes" Within the Drug-Free School Zone during any School Activity; or While Participating or Attending any School-Sponsored Activity

1st Offense

- Out-of-School Pending Hearing with Superintendent of Schools or Board of Education for Possible Expulsion
- Parent Notification
- Police Notification/Complaint Signed
- Assessment with Student Assistance Coordinator (Parent and Student)
- Child Study Team Referral
- 30-Day Exclusion from all Extracurricular Activities If and



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when Reinstated to School

2nd Offense

- Expulsion hearing w/Superintendent of Schools and Board Of Education

m. Sale/Exchange #17 or #18

1st Offense

- Out-of-School Suspension Pending Hearing with Superintendent of Schools or Board of Education for Possible Expulsion
- Parent Notification
- Police Notification/Complaint Signed
- Assessment with Student Assistance Coordinator (Parent and Student)
- Child Study Team Referral
- 30-Day Exclusion from all Extracurricular Activities If and When Reinstated to School 2nd Offense
- Expulsion hearing with Students of Schools and BOE

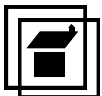
n. Refusal to Submit to Drug Screening

1st Offense

- Out-of-School Suspension Pending Hearing with Superintendent of Schools or Board of Education for Possible Expulsion
- Parent Notification
- Police Notification/Complaint Signed
- Assessment with Student Assistance Coordinator (Parent and Student)
- Child Study Team Referral
- 30-Day Exclusion from all Extracurricular Activities If and When Reinstated to School 2nd Offense
- Expulsion hearing with Superintendent of Schools and Board of Education

o. Extortion/Taking Money or Valuables from an Individual through Threats

1st Offense



STUDENT DISCIPLINE/CODE OF CONDUCT - MIDDLE SCHOOL

- 2 Days Restricted Study
- Parent Conference
- Counseling
- Restitution

2nd Offense

- 1 Day Out-of-School Suspension
- Parent Conference w/Building Principal
- Counseling
- Restitution
- Child Study Team Referral
- Police Notification
- Principal's Probation

3rd Offense

- Out-of-School Suspension pending hearing with Superintendent of Schools

p. Verbal Threats (Administration Interpretation May Be Exercised)

1st Offense

- 1 Day Restricted Study
- Parent Conference

2nd Offense

- 2 Days Restricted Study
- Principal's Probation

3rd Offense

- 1 Day Out-of-School Suspension
- Parent Conference
- Counseling
- Child Study Team Referral

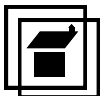
4th Offense

- Out-of-School Suspension Pending Hearing with Superintendent of Schools or BOE

q. Profanity Directed to School Employee

1st Offense

- 1 Day Out-of-School Suspension
- Parent Conference
- Principal's Probation



2nd Offense

- 2 Days Out-of School Suspension
- Parent Conference w/Building Principal
- Counseling
- Child Study Team Referral

3rd Offense

- Out-of-School Suspension Pending Hearing with Superintendent of Schools

- r. Verbal Assault to Staff Members (Threatening the Well-Being of Staff Members)

1st Offense

- Out-of School Suspension Pending Hearing with Superintendent of Schools or Board of Education
- Police Notification

- s. Injuring a Staff Member/Pupil as a Result of a Rules Infraction (Administrative Interpretation May Be Exercised)

1st Offense

- Out-of-School Suspension
- Principal's Probation
- Parent Conference
- Possible Complaint Signed with Municipal Court

2nd Offense

- Out-of-School Suspension Pending Hearing with Superintendent of Schools

- t. Violent Action Taken Towards a Staff Member

1st Offense

- Out-of-School Suspension Pending Hearing with Superintendent of Schools or BOE
- Complaint Signed with Municipal Court

- u. Fighting (Administrative interpretation may be exercised)
Police notification or complaints signed with Municipal Court may occur.



STUDENT DISCIPLINE/CODE OF CONDUCT - MIDDLE SCHOOL

1st Offense

- 3 Days Out-of-School Suspension
- Mandatory Parent Conference

2nd Offense

- 5 Days Out-of-School Suspension
- Parent Conference
- Principal's Probation
- Counseling

3rd Offense

- 10 Days Out-of-School Suspension
- Hearing w/Building Principal
- Parent Conference
- Child Study Team Referral

4th Offense

- Out-of-School Suspension Pending Disciplinary Hearing with Superintendent of Schools or Board of Education

- v. Instigating, Initiating or Pre-Arranging Fights (Administrative Interpretation May Be Exercised). This includes videotaping (via camera, phone, etc.) or posting (via Internet) a fight that occurred in school or outside of school.

1st Offense

- 1 Day Restricted Study
- Parent Notification

2nd Offense

- 1 Day Out-of-School Suspension
- Parent Conference
- Principal's Probation
- Counseling

3rd Offense

- Out-of-School Suspension Pending Hearing with Superintendent of Schools

- w. Premeditated Assault/Battery or any Conduct Dangerous to the Physical Well-Being of Others (Administrative Interpretation May Be Exercised)

1st Offense

- 3-5 Days Out-of School Suspension
- Parent Conference



STUDENT DISCIPLINE/CODE OF CONDUCT - MIDDLE SCHOOL

- Counseling
 - Possible Police Notification
 - Principal's Probation
 - Child Study Team Referral
- 2nd Offense
- Out-of-School Suspension Pending Disciplinary Hearing with Superintendent of Schools or BOE
 - Police Notification
- x. Possession of Weapons or "Look Alikes"(Administrative Interpretation May Be Exercised)
- 1st Offense
- Out-of-School Suspension Pending Disciplinary Hearing with Superintendent of Schools or BOE
 - Police Notification
- 2nd Offense
- Expulsion hearing with Superintendent of Schools and Board of Education
- y. Possession of Cellular Phones or Other Electronic Communications Devices without Proper Authorization as defined in the Cell Phone Policy listed below.
- 1st Offense
- Confiscate Item
 - Reprimand
- 2nd Offense
- Confiscate Item
 - 1 Day Detention
 - Parent must pick up item
- 3rd Offense
- Confiscate Item
 - 1 Day Restricted Study
 - Parent must pick up item
- 4th Offense
- 1 Day Out-of-School Suspension
 - Parent Conference



- z. Use of Cellular Phones or Other Electronic Communications Devices without Proper Authorization as defined in the Cell Phone Policy listed below.

1st Offense

- Confiscate Item
- 1 Day Detention
- Parent must pick up item

2nd Offense

- Confiscate Item
- 1 Day Restricted Study
- Parent must pick up item

3rd Offense

- Confiscate Item
- 2 Days Restricted Study
- Parent must pick up item

- aa. Refusal to Turn in Phone/Battery to Administration

1st Offense

- 1 Day Out-of-School Suspension pending parent conference

Clearview Cell Phone Policy

- Students are allowed to bring cell phones into the school zone during school hours.
- All students' cell phones must be turned **OFF** once they have entered the school zone.
- Students may only have their cell phones on inside the school zone for two reasons:
 - (1) They have been authorized by the school to turn their cell phone on for a specific purpose.
 - (2) They have been commanded by the school to turn it on for a special reason (crisis, critical incident, etc.).



STUDENT DISCIPLINE/CODE OF CONDUCT - MIDDLE SCHOOL

- Unauthorized activation and/or use of cell phones may result in confiscation and/or search of the cell phone as such action is a direct violation of school policy.
- The extent of the confiscation and/or search of the cell phone is dependent upon the circumstances present at that time and within the discretion of school authorities.
- Whether or not or when the cell phone is returned to the student or parent is also dependent upon the circumstances presented at the time of the violation.
- Remember: cell phones, like any other personal items brought by a student into a school zone, may be subject to a search. The outcome of that search may result in school sanction and/or criminal investigation by the police.

bb. Unwarranted/Inappropriate Use of Cameras/Videos (Audio & Visual Cell Phone Included)

Consequence will rest at the discretion of Administration

5. DEMONSTRATE CARE AND RESPECT FOR SCHOOL PROPERTY AND THE PROPERTY OF ALL OTHERS

a. Defacing School Property and the Property of Others

1st Offense

- Administrative discretion will be used based on severity

b. Destroying School Property and the Property of Others
(Administrative Discretion will be used Based on Severity)

1st Offense

- 1-3 Days Out-of-School Suspension
- Parent Conference
- Counseling
- Restitution

2nd Offense

- Out-of-School Suspension Pending Hearing with Building Principal



STUDENT DISCIPLINE/CODE OF CONDUCT - MIDDLE SCHOOL

- c. Stealing School Property and the Property of Others
(Administrative Discretion will be used Based on Severity)

1st Offense

- 1-3 Days Out-of-School Suspension
- Parent Conference
- Counseling
- Restitution
- Police Notification

2nd Offense

- Out-of-School Suspension Pending Hearing with Building Principal

- d. Pulling Fire Alarm/Setting Fires

1st Offense

- Out-of-School Suspension Pending Hearing with Superintendent of Schools or BOE
- Police Notification

- e. Causing False Public Alarm

1st Offense

- Out-of-School Suspension Pending Hearing with Superintendent of Schools or BOE
- Police Notification

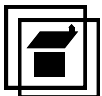
- f. Misuse of School Computer/Technology Equipment
(Administrative Discretion will be used Based on Severity)

1st Offense

- 2 Days Detention
- Parent Conference
- Restitution
- Possible Loss of Privilege

2nd Offense

- 1 Day Restricted Study
- Parent Conference
- Restitution
- Possible Loss of Privilege



3rd Offense

- 2 Days Restricted Study
- Parent Conference with Building Principal
- Restitution
- Principal's Probation
- Possible Loss of Privilege

4th Offense

- Out-of-School Suspension Pending Hearing with Superintendent of Schools
- Possible Loss of Privilege

- g. Harassment (Sexual, Racial, Ethnic, Etc.) - Unwanted, Uninvited, Unwelcome Behavior Directed at a Person Causing a Person to Feel Uncomfortable (may include, but not limited to, behavior which is written, verbal, electronic or gestures).

1st Offense

- 1-3 Days Out-of School Suspension
- Parent Conference with Building Principal
- Possible Police Notification
- Conference w/Affirmative Action Officer

2nd Offense

- Out-of-School Suspension Pending Hearing with Superintendent of Schools or BOE
- Police Notification

Racial Slurs/Ethnic Slurs/Gender Related Bias and/or Inflammatory Statements: verbal, written or graphic actions that are intended to insult or demean a person based on race, religion, gender or ethnicity. *Administrative interpretation may be applied.* Possible Police notification.

1st Offense: 2-5 days Out of School Suspension

2nd Offense: 3-10 days Out of School Suspension

3rd Offense: Out of School Suspension pending hearing with Superintendent.

- h. Bulling/Intimidation (may include behavior that is physical, verbal, written or electronically sent via e-mail, internet, text message, Facebook, etc.) – Administrative interpretation may be exercised.



1st Offense

- Detention
- Referral to Guidance Counselor
- Parent Notification

2nd Offense

- 1 Day Restricted Study
- Referral to Guidance Counselor
- Parent Notification

3rd Offense

- 2 Days Restricted Study
- Referral to Guidance Counselor
- Parent Conference

4th Offense

- 1 Day Out-of-School Suspension
- Referral to Guidance Counselor
- Mandatory Re-Entry Conference with Administrator

- i. Sexual Assault - A Violent Sexual Attack (Verbal or Physical) that may Include Threats or Attempts to Inflict Offenses, Physical Contact or Bodily Harm on a Person

1st Offense

- 10 Days Out-of-School Suspension
- Hearing with Superintendent of Schools
- Police Notification
- Conference w/Affirmative Action Officer

2nd Offense

- Out-of-School Suspension Pending Hearing with Superintendent of Schools or BOE
- Police Notification

6. The school responses to violations of behavioral expectations that are subject to student discipline including suspension or expulsion pursuant to N.J.S.A. 18A:37-2 outlined in a Chart of Student Discipline shall be consistent with the Board's policies and regulations/procedures on attendance, pursuant to N.J.A.C. 6A:16-7.6 and harassment, intimidation, and bullying, pursuant to N.J.A.C. 6A:16-7.7.



7. The Principal or designee will maintain a list of community-based health and social service provider agencies available to support a student and a student's family, as appropriate, and a list of legal resources available to serve the community.
 8. The Board of Education may deny participation in extra-curricular activities, school functions, sports, graduation exercises, or other privileges as disciplinary sanctions when designed to maintain the order and integrity of the school environment.
 9. Nothing in Policy and Regulation 5600 shall prevent the school administration from imposing a consequence for unacceptable student conduct not listed or included in a Chart of Student Discipline.
- I. Student Conduct Away from School Grounds
1. The Building Principal or designee has the right to impose a consequence on a student for conduct away from school grounds that is consistent with the Board's Code of Student Conduct, pursuant to N.J.A.C. 6A:16-7.1.
 - a. This authority shall be exercised only when it is reasonably necessary for the student's physical or emotional safety, security, and well-being or for reasons relating to the safety, security, and well-being of other students, staff, or school grounds, pursuant to N.J.S.A. 18A:25-2 and 18A:37-2.
 - b. This authority shall be exercised only when the conduct that is the subject of the proposed consequence materially and substantially interferes with the requirements of appropriate discipline in the operation of the school.
 - c. Consequences for conduct away from school grounds shall be handled in accordance with the Board approved Code of Student Conduct, pursuant to N.J.A.C. 6A:16-7.1, Policy and Regulation 5600, and as appropriate, in accordance with N.J.A.C. 6A:16-7-2, 7.3, or 7.4.
 2. School authorities shall respond to harassment, intimidation, or bullying that occurs off school grounds, pursuant to N.J.S.A. 18A:37-14 and 15.3 and N.J.A.C. 6A:16-1.3, 7.1, and 7.7.



J. School Bus Conduct

Violations of the rules regarding student conduct on school buses will be handled as follows:

1. The bus driver will report unacceptable conduct to the Principal of the school in which the student is enrolled by submission of a completed written report that includes the name of the student, the school, and the student's conduct.
2. The Principal or designee will investigate the matter, which may include meeting with the bus driver, bus aide, other students on the school bus, and the student who was reported by the bus driver.
3. The parent will be notified of the student's reported conduct.
4. The Principal or designee will make a determination if the student violated behavioral expectations and the discipline to be administered in accordance with the Code of Student Conduct.
5. If it is determined the misconduct is severe, the student may be suspended from the bus pending a conference with the parent.

K. Students with Disabilities

For students with disabilities, subject to Individualized Education Programs in accordance with 20 U.S.C. § 1400 et seq., the Individuals with Disabilities Educational Improvement Act, N.J.A.C 6A:14, and accommodation plans under 29 U.S.C. §§ 794 and 705(20), student discipline and the Code of Student Conduct shall be implemented in accordance with the components of the applicable plans.

L. Records

1. Instances of student discipline will be recorded in the student's file in strict compliance with N.J.A.C. 6A:32-7.1 et seq. and Policy and Regulation 8330.



2. When a student transfers to a public school district from another public school district, all information in the student's record related to disciplinary actions taken against the student by the school district and any information the school district has obtained pursuant to N.J.S.A. 2A:4A-60, Disclosure of Juvenile Information; Penalties for Disclosure, shall be provided to the receiving public school district, in accordance with the provisions of N.J.S.A. 18A:36-19(a), and N.J.A.C. 6A:32-7.5.
 - a. The record shall be provided within two weeks of the date that the student enrolls in the receiving district.
 - b. Written consent of the parent or adult student shall not be required as a condition of the record transfer; however, written notice of the transfer shall be provided to the parent or the adult student.
3. When a student transfers to a private school, which includes all sectarian or nonsectarian, nonprofit, institutional day, or residential schools that provide education for students placed by their parents and that are controlled by other than public authority, all student disciplinary records with respect to suspensions or expulsions, shall be provided by the public school district of residence to the private school upon written request from the private school, in the same manner the records would be provided to a public school, pursuant to 20 U.S.C. § 6301, Title IV § 4155 of the Elementary and Secondary Education Act.
4. The Board shall not use a student's past offenses on record to discriminate against the student.
5. All student disciplinary records pursuant to N.J.A.C. 6A:16-7 shall conform with the requirements set forth in N.J.A.C. 6A:16-7.8(d).

M. Annual Review

The Superintendent will designate a school staff member to coordinate an annual review and update of Policy and Regulation 5600. The Superintendent's designee will:

1. Compile an annual summary report of violations of the student behavioral expectations and the associated school responses to the violations in the Student Discipline/Code of Conduct Policy and Regulation.



2. Convene a Student Discipline/Code of Conduct Committee comprised of parents, students, and community members that represent the composition of the district's schools and community to review the annual summary report and to develop recommendations, if any, to improve and update the Student Discipline/Code of Conduct Policy and Regulation.
 3. The Superintendent's designee shall submit the Committee's recommendations, if any, to improve or update the Student Discipline/Code of Conduct Policy and Regulation.
 4. The Superintendent will review the Committee's report with school administrators and will determine if the Student Discipline/Code of Conduct Policy and Regulation should be updated.
 5. The Superintendent will recommend to the Board revisions to the Student Discipline/Code of Conduct Policy, if needed.
- N. Policy and Regulation Publication and Distribution

The Student Discipline/Code of Conduct Policy and Regulation 5600, including the Chart of Student Discipline shall be disseminated annually to all school staff, students, and parents. These documents may be disseminated in handbooks, electronically, or in hard copy form. Principals will ensure these documents are made available to all students on or before the first day of each school year and to transferring students on the first day of their enrollment in this district.

Issued: 20 November 2008
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