

**SUBJECT: CODE OF CONDUCT FOR THE MAINTENANCE OF ORDER ON SCHOOL PROPERTY**

The Board of Education of the Wallkill Central School District, in accordance with Section 2801 of the New York State Education Law has adopted and implemented a written policy on school conduct and discipline designed to promote responsible behavior by teachers, school administrators, other school personnel, students and visitors.

- A. Provisions regarding conduct, dress and language deemed appropriate and acceptable on school property, including a school function, and conduct, dress and language deemed unacceptable and inappropriate on school property and provisions regarding acceptable civil and respectful treatment of teachers, school administrators, other school personnel, students and visitors on school property, including a school function, including the appropriate range of disciplinary measures which may be imposed for violation of such code, and the roles of teachers, administrators, other school personnel, the Board of Education and parents.

1. Conduct, Dress and Language Deemed Acceptable

- a) Students – Student conduct, dress and language for students on school property shall be determined in accordance with law and collective bargaining agreements.
- b) Employees – Conduct, dress and language for employees on school property shall be determined in accordance with law and collective bargaining agreements.
- c) Contractors – with the School District will be required to adhere to the District policy section regarding conduct, dress and language on school property, as applicable. See B(5) of this Code of Conduct.
- d) Visitors – Conduct, dress and language of visitors on school property shall be governed by Section "B(5)" of this Code of Conduct.

(See, Board Policies 3200, 3400, 7400.1, 7400.2, 7400.3)

2. Roles of Stakeholders Implementing Appropriate Conduct on School Property:

All stakeholders should assist students in maintaining a safe, supportive school environment, a climate of mutual respect and dignity for all students regardless of actual or perceived race, color creed, ethnicity, national origin, religion, religious practice, disability, sexual orientation, age, sex (including sexual harassment), gender (identity and expression), weight, predisposing genetic characteristics, marital status, military status, domestic violence victim status or any other legally protected category, which will strengthen students' self-concept and promote confidence to learn.

- (i) Teachers – Teachers should familiarize themselves with the requirements of this Code, including their rights and responsibilities in removal of disruptive students; referrals of "violent" students as defined in the Code; as well as reporting a dangerous situation.
- (ii) Administrators – Administrators should review and familiarize themselves with their obligations under this Code, including their role in removal of disruptive students; procedures for dealing with "violent" students; as well as their role in enforcing the Code in a manner which will protect the safety and well-being of the various populations of the school while respecting individual rights;
- (iii) Other School Personnel – Should familiarize themselves with the requirements of the Code and for reporting a dangerous student.

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- (iv) Board of Education – The Board's role is to review and adopt this Code of Conduct in accordance with law, and to review, at least annually, the Code's effectiveness and the fairness and consistency of its implementation.
- (v) Parents – Parents should recognize that education is a joint responsibility of parents and the school community and should familiarize themselves with the Code.
- (vi) Dignity Act Coordinators – oversee bullying prevention measures and address issues surrounding bullying in their building.
- (vii) Students – It shall be the right of each student in the District to:
  - 1. have a safe, healthy, orderly and courteous school environment;
  - 2. take part in all District activities on an equal basis regardless of race, color creed, ethnicity, national origin, religion, religious practice, disability, sexual orientation, age, sex (including sexual harassment), gender (identity and expression), weight, predisposing genetic characteristics, marital status, military status, domestic violence victim status or any other legally protected category.
  - 3. take part in student government activities unless properly suspended from participation pursuant to the District's discipline policy;
  - 4. address the Board on the same terms as any citizen of the District; and
  - 5. attend school and participate in school programs unless suspended from instruction and participation for legally sufficient cause as determined in accordance with the process of law.

It shall be the responsibility of each student in the School District to:

- 1. be familiar with, and abide by, all District policies, rules and regulations pertaining to student conduct;
- 2. work to the best of his/her ability in all academic and extracurricular pursuits and strive toward the highest level of achievement possible;
- 3. conduct him/herself, when participating in or attending school-sponsored extracurricular events, as a representative of the School District, and as such, hold him/herself to the highest standards of conduct, demeanor and sportsmanship;
- 4. be in regular attendance at school and in class;
- 5. contribute to the maintenance of an environment that is conducive to learning and to show due respect to other persons and property; and
- 6. make constructive contributions to the school and to report fairly the circumstances of school-related issues.
- 7. familiarize themselves with the Code.

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1. The Board of Education encourages and supports all rules and regulations that must be implemented to provide a safe and healthy environment for all students. The provisions of this section will be addressed through Board policy. The safety of students shall be assured through close supervision of students in all school buildings and on school grounds, and through special attention to:
  - a) maintenance of a safe school environment;
  - b) observation of safe practices on the part of school personnel and students, particularly in those areas of instruction or extracurricular activities that offer special hazards.
  - c) provision of safety education for students, particularly laboratory courses in science, technology courses, and health and physical education;
  - d) the provision, through the school nurse, of first aid and care for students in case of accident or sudden illness; and
  - e) altering the school nurse to all accidents. An accident report shall be completed and filled for each accident.
2. The Board of Education also acknowledges the efforts of local law enforcement to notify the District when a person with a history of sex offenses against a child is being paroled or released into the community, in accordance with the provisions of the Sex Offender Registration Act, commonly known as Megan's Law. The purpose of this notification is to protect members of the community, particularly children, by notifying them of the presence of individuals in their midst who may present a danger. Consistent with its duty to protect students under the care, the District shall cooperate with local law enforcement agencies in this endeavor.

The Superintendent of Schools shall ensure the dissemination of such information, as appropriate provided by local law enforcement officials pursuant to Megan's Law to all staff who might come into contact with the offender in the course of doing their jobs, including Building Principals, staff who issue visitors' passes, bus drivers, custodians, playground monitors, security personnel, and coaches. All other staff members and community residents shall be informed of the availability of such information, upon written request. All staff requests for information provided by the law enforcement agencies shall be directed to the Building Principal. Requests for information from community residents shall be directed to the Superintendent.

3. The Board of Education further recognizes its responsibility to provide an environment which is reasonably secure from known hazards. The Board therefore directs the Superintendent of Schools and all professional and support staff members to comply with occupational safety and health regulations, including the Hazard Communication Standard and "Right-to-Know" legislation.

The Superintendent will direct appropriate personnel to develop and oversee a written hazard community program. Such program will include the following:

- a) the acquisition, maintenance and review of Material Safety Data Sheets (MSDS's) for all known hazardous materials on District property;

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- b) the compilation of a hazardous materials inventory;
- c) employee training in hazardous materials management and protection; and
- d) the recording of all incidents involving exposure to known hazardous materials.

The District will comply with the requirements for the visual notification of pesticide spraying as set forth in the Environmental Conservation Law.

It is the responsibility of the entire school community to report any unsafe building or equipment conditions to the main office as soon as possible. In addition, designated administrators will provide notice of hazardous materials within 72 hours of an employee's request. (See, Board Policy No. 6120, 5621, 5670, 5671)

- 4. The Board of Education also seeks to ensure the safety of students and employees of the District while on District property.

The Board and administrative staff; in cooperation with students and employees, will take reasonable measure to prevent accidents on the school premises.

Any dangerous conditions involving equipment or buildings or any unsafe practices by anyone in the building or on the grounds of the District are to be immediately reported to the Building Principal and/or Head Custodian.

Unless specifically authorized, all motorized vehicles are prohibited from use on school property.

The 15 mile per hour speed limit is to be observed and other posted signs on school grounds are to be obeyed.

Formal objective investigations of all accidents are to be immediately conducted by the Building Principal and the results of the investigation are to be presented to the Superintendent in a written report. The results of selected investigations should be communicated to employees and students for the purpose of determining how the accident might have been avoided. (See Board Policy No. 7610)

The Superintendent of Schools and Building Principals shall cooperate with the governmental agencies on matters of safety. The Superintendent shall arrange for bus emergency drills, including instruction in the use of windows as a means of escape in case of fire or accident, to take place a minimum of three times during the school year. Such drills shall include such instruction and be held at such times as requested by the Regulations of the Commissioner. (See Board Policy No. 8206)

- 5. Visitors to the schools of the District shall be governed by the following rules:
  - a) Each building principal shall establish and maintain a safety plan outlining the process for registration and authorization for visits to his/her school. Such plans shall be submitted to the Superintendent of Schools for approval, and thereafter be made available in the school
  - b) The building principal must be contacted by the person or group wishing to visit, and prior approval must be obtained for the visit.

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- c) Parents or guardians wishing to speak with a specific teacher concerning the progress of a child must make an appointment with the teacher, in addition to obtaining the permission of the building principal.
- d) All visitors must immediately report to the main office, sign in, and be issued a visitor's permit, which must be displayed at all times. The permit must be returned to the main office and the visitor must sign out at the conclusion of the visit.
- e) Registration shall not be required for school functions open to the public, whether or not school-related.
- f) Parents are encouraged to visit guidance counselors, school nurses, school psychologists and other support personnel by appointment; in order to discuss any school related problems or concerns the parent may have regarding the student.
- g) Any visitor wishing to inspect school records or interview students on school premises must comply with all applicable Board policies and administrative regulations. In questionable cases, the visitor shall be directed to the Superintendent's office to obtain written permission for such a visit.
- h) The principal is authorized to take any action necessary to secure the safety of students and school personnel. Unauthorized visitors shall be requested to leave school premises immediately, and will be subject to arrest and prosecution for trespassing, pursuant to the New York State Penal Law, if they refuse. (See Board Policy No. 3200).

C. Provisions for the Removal from the Classroom and from School Property and School Functions of Students and Other Persons Who Violate the Code.

i. Students

Teachers will have the authority to remove disruptive students (as defined below) from High School for 1-5 days, Middle School for 3-5 days. Elementary Schools 3-5 days in accordance with the process described. The removal from class applies to the class of the removing teacher only in the High School and Middle School and a period of 40 minutes each day in the elementary teachers' class.

Disruptive Pupil – One who is substantially disruptive of the educational process or substantially interferes with the teacher's authority over the classroom.

Removal – means that students are precluded from returning to the class of the teacher from which they were removed.

Process for Removal of Disruptive Student

1. If the student does present a danger or an ongoing threat of disruption to the academic process, removal can be immediate, but teacher must provide removed student an opportunity to present his/her version of the events within 24 hours of removal.

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2. If the student does not present a danger or an ongoing threat of disruptive to the academic process, before removal teacher must provide student with explanation as to why being removed, and an opportunity to present his/her version of the events.
3. Within 24 hours of removal, parents must be notified by principal of removal and reasons for removal.
4. Informal conference – If the pupil denies the charge, an opportunity for informal hearing must take place with parents, principal and teacher within 48 hours of removal.
5. Principal's determination – The principal must make determination and notify parent and teacher by close of business on the day following the informal conference to either uphold or reverse determination (determination can only be reversed if finding lacks substantial evidence, inconsistent with Code of Conduct, a violation of law, or if conduct warrants suspension). The principal may designate a School District administrator (e.g., an assistant principal) to carry out the principal's functions in this regard. No pupil removed by a teacher may return until:
  - a) the principal or designee makes a final determination, or
  - b) the period of removal expires, whichever is less.

Continued Educational Programming – In the event of teacher removal of a disruptive student in accordance with this Code of Conduct, continued educational programming will be provided during the period of removal as soon as is practicable. This type of continued educational programming will vary depending upon the student's individual needs but may consist of, for example, study hall; in-school suspension; or other instruction as provided by the teacher and determined by the principal.

## (ii) Staff

Removal shall be determined in accordance with applicable law and collective bargaining agreement.

## (iii) Visitors and Contractors

Removal of contractors and visitors will be accomplished in accordance with Section B(5) of this Code of Conduct.

D. Provisions for detention, suspension and removal from the classroom of students, consistent with Section 3214 and other applicable federal, state and local laws including provisions for the school authorities to establish policies and procedures to ensure the provision of continued educational programming and activities for students removed from the classroom, placed in detention, or suspended from school.

- (i) "Violent" pupils – Teachers shall report and refer a "Violent" pupil (as defined below) to the principal for appropriate action under the Code of Conduct, and a minimum suspension period in accordance with Section "M" of this Code of Conduct.

For purposes of this section, a "violent" pupil is an elementary or secondary student ~~under 21 years of age~~ **entitled to attend school on a tuition free basis under New York State Education Law** who:

- 1) commits an act of violence upon a teacher, administrator or other school employee;

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- 2) commits, while on School District property, an act of violence upon another student or any other person lawfully upon said property;
- 3) *commits a verbal or threatening act of violence upon a teacher, administrator, other school employee or another student;*
- 4) possesses, while on School District property, what appears to be a gun, knife, explosive or incendiary bomb or other dangerous instrument capable of causing death or physical injury;
- 5) displays, while on School District property, what appears to be a gun, knife, explosive or incendiary bomb or other dangerous instrument capable of causing death or serious bodily injury;
- 6) threatens, while on School District property, to use any instrument that appears capable of causing physical injury or death;
- 7) knowingly and intentionally damages or destroys the personal property of a teacher, administrator, other School District employee, or any person lawfully upon School District property; or
- 8) knowingly and intentionally damages or destroys School District property.

Serious and/or flagrant violations of the District's Code of Conduct can result in an immediate Superintendent of Schools' hearing. A student may be suspended from school or subjected to other disciplinary action when such student:

1. engages in conduct which is:
2. disorderly, i.e., fighting or engaging in violent behavior, threatening another with bodily harm, intimidation of students or school personnel, making unreasonable noise, using abusive language or gestures, including racial or ethnic remarks which are improper; or is
3. insubordinate, i.e., failing to comply with the lawful directions of teachers, school administrators or other school employees in charge of the student, or missing or leaving school without permission.
4. engages in any of the following forms of academic misconduct:
5. missing or leaving school without permission; and/or
6. plagiarism; and/or
7. engages in conduct in violation of the Board's rules and regulations for the maintenance of public order on school property, i.e., vandalism or graffiti, arson, theft, truancy,
8. possession/use/sale of drugs or alcohol, possession of weapons, smoking, bringing fireworks onto school grounds.
9. is a "violent" pupil as defined above.
10. is "repeatedly substantially disruptive" as defined in Education Law Section 32114.



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11. trespasses. A student or unauthorized person is not permitted in any school building, other than the one that he/she regularly attends, without permission from the Building Principal or designee. Should a student be found in a building without permission, the necessary authorities will be called and trespassing charges will be lodged against the student.
12. harasses another student or member of the school community on the basis of race, color creed, ethnicity, national origin, religion, religious practice, disability, sexual orientation, age, sex (including sexual harassment), gender (identity and expression), weight, predisposing genetic characteristics, marital status, military status, domestic violence victim status or any other legally protected category.
13. harasses or bullies another student by creating a hostile environment by conduct or by threats, intimidation or abuse, including cyberbullying that either has or would have the effect of unreasonably and substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional and/or physical well-being; or reasonably causes or would reasonably be expected to cause physical injury and/or emotional harm to a student or to cause a student to fear for his/her physical safety.

The range of penalties which may be imposed for violations of the student disciplinary code includes the following:

- |  |   |
|--|---|
| 1. verbal warning                      | 7. suspension from extracurricular activities |
| 2. written notification to the parents | 8. suspension of other privileges             |
| 3. detention                           | 9. suspension from a particular class         |
| 4. probation                           | 10. in-school suspension                      |
| 5. reprimand                           | 11. out-of-school suspension                  |
| 6. suspension from transportation      |   |

Depending upon the nature of the violation, it is the desire of the Board of Education that student discipline be progressive, i.e., a student's first violation should merit a lighter penalty than subsequent violations. It is also the Board's desire that an employee or agent take into account all other relevant factors in determining an appropriate penalty. The above penalties may be imposed either alone or in combination. Such penalties will be imposed by the Superintendent of Schools, the Building Principal, or in cases of removal from a particular class for disruptive conduct, the classroom teacher.

E. Disciplinary Measures to Be Taken in Incidents Involving the Possession or Use of Illegal Substances or Weapons, the Use of Physical Force, Vandalism, Violation of Another Student's Civil Rights and Threats of Violence.

- (i) For any of the above violations, the range of penalties which may be imposed upon students (in accordance with Education Law Section 3214, Part 100 of the Commissioner's Regulations, and this Code of Conduct pursuant to the student disciplinary code which includes the following:
  1. verbal warning
  2. written notification to the parents
  3. detention
  4. probation
  5. reprimand



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6. suspension from transportation
7. suspension from extracurricular activities
8. suspension of other privileges
9. exclusion from a particular class
10. in-school suspension
11. out-of-school suspension

Depending upon the nature of the violation, it is the desire of the Board of Education that student discipline be progressive, i.e., a student's first violation should merit a lighter penalty than subsequent violations. It is also the Board's desire that an employee or agent take into account all other relevant factors in determining an appropriate penalty. The above penalties may be imposed either alone or in combination.

The Board of Education recognizes the importance of school attendance. Therefore, suspension from school must be viewed as a last resort in dealing with student disciplinary infractions. The Board also recognizes the need to remove unruly or disruptive students from the regular class so that learning can take place in the classrooms.

The responsibility for student dress and general appearance rests with individual students and parents. However, the Board of Education requires students to attend school in appropriate dress that meets health and safety standards and does not materially or substantially interfere with the learning process. The Board also requires students to wear appropriate protective gear in certain classes (e.g., home economics, shop, P.E.). In addition, the Board prohibits attire bearing an expression or insignia which is obscene or libelous, which advocates racial or religious prejudice, or which displays and/or encourages the use of drugs, alcohol or tobacco.

**F. Procedures by Which Violations Are Reported, Determined, Discipline Measures Imposed and Discipline Measures Carried out.**

- (i) The Board of Education believes that each student can be expected to be responsible for his/her own behavior. The school administration shall develop and disseminate rules of conduct, focusing on personal safety and respect for the rights and property of others to be consistently applied in the classrooms and through the schools. Students who fail to meet this expected degree of responsibility and violate school rules will be subject to appropriate disciplinary action and more regulated supervision.

Discipline is most effective when it deals directly with a problem at the time and place it occurs, and in a way that is fair and impartial. Therefore, before seeking outside assistance, teachers will first use all their positive resources to create a change of behavior in the classroom.

Disciplinary action, when necessary, will be firm, fair, and consistent in order to be most effective in changing behavior.

- (ii) Early Identification and Resolution of Student Discipline Problems

Pupil service personnel, administrators, teachers and others will report students to the Building Principals when they believe such students present a discipline problem. If the Principal suspects that the problem may be manifestation of a disability, he/she will refer the matter to the Committee in Special Education in the manner prescribed by the Commission's Regulations and by District policy.

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## (iii) Discipline Policy for Students with Disabilities

Students with disabilities will be suspended in accordance with the procedures established under applicable federal and state law and regulation. (See, Board Policy No. 8504).

The Board of Education assures that students of the District shall have all the rights afforded them by federal and state constitutions and statutes. The District recognizes all federal, state and local laws in connection with these rights and reminds students that certain responsibilities accompany the rights they are given.

## (iv) Reporting Discrimination, Harassment and Bullying

- a) The Board of Education recognizes its responsibility to protect students from unlawful harassment, discrimination and bullying while on school property. Students or staff who wish to report harassment, discrimination or bullying should contact the appropriate compliance officer.

- b) The Dignity Act Coordinators for the Schools are:

Wallkill Senior High:

Mr. Robert Albanese, Assistant Principal (845) 895-7150

Mr. **Joseph Napoli** ~~Michael Redmond~~, Assistant Principal (845) 895-7150

John G. Borden Middle School:

Mr. Michael Pritts, Dean of Student (845) 895-7175

Leptondale Elementary School:

Ms. Anita Hoyt, Intervention Specialist (845) 895-7200

Clare F. Ostrander Elementary School:

Ms. Kristine Boyle, Intervention Specialist (845) 895-7225

Plattekill Elementary School:

Ms. Lori Williams, Intervention Specialist (845) 895-7250

G. Provisions Ensuring this Code and the Enforcement Thereof Are in Compliance with State and Federal Laws Relating to Students with Disabilities.

Discipline issues regarding students with disabilities under Section 504 will be referred to the appropriate Section 504 accommodation team for processing. Code of Conduct issues pertaining to students classified under IDEA will be referred to the Committee for Special Education.

H. Provisions Setting Forth the Procedures by Which Local Law Enforcement Agencies Shall Be Notified of Code Violations Which Constitute a Crime.

In accordance with consultation with local law enforcement, it is the District's understanding that the following types of conduct are generally referable to law enforcement as crimes:

- forcible sexual offenses
- use or possession of weapons
- drug offenses
- assaults resulting in serious physical injury
- serious threat which a reasonable person would perceive as placing persons in imminent danger.

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The usual contact between the District and law enforcement parties will be the school administration. (See, Board Policy No. 7441).

I. Provisions Setting Forth the Circumstances under and Procedures by Which Persons in Parental Relation to the Student Shall be Notified of Code Violations.

Notification of persons in parental relations of code violations will be accomplished in accordance with the procedure for removal of disruptive students and the due process rights of students referenced above.

J. Provisions Setting Forth the Circumstances under and Procedures by Which a Complaint in Criminal Court, a Juvenile Delinquency Petition or Persons in Need of Supervision Petition as Defined in Articles Three and Seven of the Family Court Act Will Be Filed.

The District will observe all applicable procedures under the Family Court Act for filing of PINS petitions. Juvenile Delinquency petitions and it will follow the appropriate sections of Penal Law and Criminal Procedure Law and other statutes for filing criminal complaints.

K. Circumstances under and Procedures for Which Referral to Appropriate Human Service Agencies Shall Be Made.

Referrals to appropriate human service agencies will be provided through a list maintained by the Committee on Special Education or the Child Study Team or the 504 Team which list will be made available to parents where appropriate.

L. A Minimum Suspension Period, for Students Who Repeatedly Are Substantially Disruptive of the Educational Process or Substantially Interfere with the Teacher's Authority over the Classroom.

Provided That the Suspending Authority May Reduce Such Period on a Case by Case Basis to Be Consistent with Any Other State and Federal Law. For Purposes of this Section, the Definition of "Repeatedly Are Substantially Disruptive" shall be determined in accordance with the Regulations of the Commissioner.

Where a student engaged in conduct which would define that student as "repeatedly substantially disruptive" (i.e., engaging in conduct requiring removal from classroom on four or more occasions during a semester), the minimum suspension period will be 5 days for the High School and Middle School and 3-5 days for the Elementary Schools (subject to modification on a case-by-case basis based upon the particular circumstances present.)

M. A Minimum Suspension Period for Acts That Would Qualify the Pupil to be Defined as a Violent Pupil

Pursuant to a Paragraph of Subdivision 2-a of Section 3214 of the Education Law, Provided That the Suspending Authority May Reduce Such Period on a Case by Case Basis to Be Consistent with Any Other State and Federal Law.

Where a student engaged in conduct which would define that student as "violent" as defined in Section "D" of this Code, the minimum suspension period will be 5 days for the High School, Middle School and Elementary Schools (subject to modification on a case-by-case basis based upon the particular circumstances present.)

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**SUBJECT: CODE OF CONDUCT FOR THE MAINTENANCE OF ORDER ON SCHOOL PROPERTY [continued]****N. A Bill of Rights and Responsibilities of Students Which Focuses Upon Positive Student Behavior, and Which Shall Be Publicized To All Students on an Annual Basis****Student's Right to:**

Attend school in the District in which his/her parent or legal guardian resides.

Express his/her opinions verbally or in writing.

Be responsible for his/her dress and appearance.

Expects that the school will be a safe orderly place for all students to gain an education.

Be afforded due process in the event of disciplinary action brought against him/her, including suspension.

Be represented by a student government selected by free school elections.

Be afforded equal educational opportunities.

Be afforded channels of communication to Board of Education and School administration concerning operation of the school system and curriculum planning.

Be afforded the opportunity to develop school publications such as school newspapers.

Be afforded the opportunity to participate on athletic teams, regardless of sex, except pursuant to Regulations of the State Education Commissioner.

**Student's Responsibility to:**

Attend school daily, except when ill and be on time to all classes

Express his/her opinions and ideas in a respectful manner so as not to offend, slander, or restrict the rights and privileges of others.

Refrain from wearing any item of clothing, which in the opinion of the Administration or dangerous, indecent or distracting, which may be prohibited.

Be aware of all rules and expectations regulating student behavior and conduct him/herself in accordance with these guidelines.

Be willing to volunteer information in disciplinary cases if he/she has knowledge of importance in such a case.

Take an active part in student government by running for office, or conscientiously voting for the best candidates and making his/her problems known to the representative.

Be aware of available educational programs in order to use and develop capabilities to maintain.

Express views concerning the operation of the school system and curriculum planning using predefined channels of student government.

Refrain from libel and obscenities.

To participate and follow athletic requirements.

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Be afforded the opportunity to participate in extra-curricular activities.

Have access to relevant and objective information concerning drug and alcohol abuse, as well as access to individuals or agencies capable of providing direct assistance.

Have his/her student records available for inspection by his/her parent or legal guardian upon request, or by the student him/herself if 18 years of age or older.

Be respected as an individual entitled to his/her personal dignity and integrity.

**Student's Responsibility to:**

Be aware of all rules governing participation and conduct him/herself in accordance with these guidelines.

Be aware of the information and services available, when it is needed.

Be aware of right to access and guidelines governing such access.

Refrain from participating in any discriminatory practices against others – students, teachers, custodians, etc.

O. Guidelines and Programs for In-Service Education Programs for All District Staff Members to Ensure Effective Implementation of School Policy on School Conduct and Discipline.

1. Each school principal shall review this Code of Conduct, and the applicable Building Discipline Code before opening of each school year, with the entire teaching and non-teaching staff of each school.
2. A copy of the Code of Conduct and the applicable Building Discipline Code shall be posted in each school office and each faculty room for reference.
3. The Code of Conduct and the applicable Building Discipline Code shall be printed as a part of the student handbook for all students on an annual basis.
4. Classroom/homeroom teachers in grades K-12 will review the Code of Conduct and applicable Building Discipline Code at the beginning of each school year.
5. The Superintendent of Schools may, as part of Superintendent's Conference days, direct additional in-service programs for staff members to ensure effective implementation of the Code of Conduct.

## SUBJECT: WALLKILL SENIOR HIGH SCHOOL CODE OF CONDUCT

To achieve a quality education, the school must establish and enforce guidelines and procedures that provide for reasonable order and an atmosphere where learning can take place. It is the purpose of the High School Code of Conduct to provide a satisfying, productive and safe environment in which all persons may gain a worthwhile school experience.

Maintaining this type of environment is the role of Board of Education members, administrators, teachers, students and parents. Every student in grades 9-12 has the responsibility of maintaining his/her own good conduct. Self-discipline is essential to the effective operation of our school.

### CONDUCT THAT MAY RESULT IN DETENTION, SUSPENSION OR REMOVAL

Items A through T are in effect at all school-sponsored extra-curricular events or activities, including inter-scholastic athletic functions (both home and away), and at any time while on school property, which is defined as "In or within any building, school bus, structure, athletic playing field, playground, parking lot or land contained within the real property boundary line of a public elementary or secondary school." Please find disciplinary steps on Page 25 of the Student Handbook (Disciplinary Steps are advisory only).

- A. HALL PASS RESTRICTION VIOLATION (STEPS 3-5)  
Violators of Hall Pass Restriction will be considered insubordinate.
- B. CLASS ABSENCE/CUTS (STEPS 2-4)  
Students are required to follow their schedule of classes unless they received permission from each teacher in advance to do otherwise.
- C. DETENTION CUTS (STEPS 2-5)  
Students must report to detention by 2:35 pm.
- D. DISRUPTIVE BEHAVIOR (STEPS 1-6)
  - 1) One who is substantially disruptive of the educational process or substantially interferes with the authority over the classroom.
  - 2) Those students who are substantially, repeatedly disruptive of the educational process or who substantially, repeatedly interferes with the teacher's authority over the classroom, will be subject to an out-of-school suspension period of up to 5 days (Subject to a modification on a case-by-case basis, based upon the particular circumstances present).
- E. DRUGS/CONTROLLED SUBSTANCES (STEPS 5-6)
  - 1) Selling or attempting to sell, supplying on school property or any school function: alcohol, marijuana, drugs, toxic inhalants or other controlled substances, counterfeit/synthetic drugs or a substance which the individual believes or represents to be such drugs or alcohol.

## Students

**SUBJECT: WALLKILL SENIOR HIGH SCHOOL CODE OF CONDUCT [continued]**

- 2) Using or possessing or coming onto school property, student parking lots, or coming to any school function while under the influence of: alcohol, marijuana, drugs, toxic inhalants or controlled substances, counterfeit/synthetic drugs or a substance which the individual believes or represents to be such drugs or alcohol.
  - 3) Selling or attempting to sell, supplying, using or possessing drug paraphernalia.
  - 4) Possessing prescription medication (see page 33 for school drug policy)
- F. ENDANGERMENT (STEPS 1-6)
- 1) Causing public inconvenience, annoyance or alarm, or recklessly creating a risk thereof.
  - 2) Attempting, while on school district property, to use any instrument that appears capable of causing physical injury or death.
  - 3) Any other offense that endangers the health, safety or well-being of the school population
  - 4) Arson-Lighting or attempting to light a fire while on school property.
- G. FIGHTING (STEPS 5-6)
- While on school property commits an act of violence upon another student or another person lawfully upon school property
- H. HARASSMENT/BULLYING (STEPS 1-6)
- Any behavior that is done to intimidate, demean, insult, embarrass or have power over another person or group of individuals.
- I. INAPPROPRIATE BEHAVIOR (STEPS 1-6)
- Any behavior that interferes/disrupts the educational process or the rights of any student, staff or faculty member.
- J. INSUBORDINATION (STEPS 3-6)
- Any action either written, verbal or physical which defies or disrespects authority.
- K. MISREPRESENTATION (STEPS 3-6)
- Refusing to provide name to any staff member that works in the building or giving a false name, forgery, taking or illegally using passes, intentional plagiarism/cheating, lying and failure to display ID upon request.
- L. PROFANITY (STEPS 3-6)
- Using or wearing of garments of abusive or obscene, lewd, vulgar or plainly offensive language or gestures.



## Students

**SUBJECT: WALLKILL SENIOR HIGH SCHOOL CODE OF CONDUCT [continued]****M. RACIAL HARASSMENT (STEPS 4-6)**

Violating the civil rights of any person. Any written, verbal, symbolic or vulgar act directed at or implied toward any person's race, religion or any other civil right. (See District Policy on Discrimination)

**N. SEXUAL HARASSMENT (STEPS 4-6) (See page 32 for Sexual Harassment Procedure)**

Any conduct by a person of the opposite sex or same sex which a reasonable second person, who is the object of such conduct, would conclude is:

1. Unwanted touching of a sexual nature of any part of the second person or

An unwanted expression which scares or embarrasses or offends the second person.

2. Sexual harassment includes but is not limited to:

- a) making sexual comments, jokes, gestures or looks;
- b) touching, grabbing or pinching in a sexual way;
- c) intentionally brushing up against someone;
- d) flashing or mooning;
- e) spreading sexual rumors about a person;
- f) pulling at someone's clothing in a sexual way;
- g) showing, giving or leaving sexual pictures, photographs, illustrations, messages or notes;
- h) forcing someone to kiss you or do something sexual other than kissing;
- i) spying on someone while dressing or showering;
- j) calling someone a "fag" or a "lesbian" or "gay".
- k) Any written, verbal, symbolic or vulgar act directed at or implied toward any person's gender (identity or expression), sexual orientation or any other civil right.

(See District Policy on Discrimination)

**O. TARDINESS - CUMULATIVE (STEPS 1-4)**

Unauthorized/Unexcused tardiness to school (homeroom) and classes as well as study halls. Students are expected to be on time for class or have a pass or excuse explaining their tardiness.

SCHOOL: When students arrive to school late, they are to sign in at the lobby and present a note SIGNED BY PARENT/GUARDIAN explaining their tardiness. In emergency situations, students will be allowed to bring a note in the next day. FIRST THREE (3) LATES TO SCHOOL/CLASS EACH SEMESTER, A WARNING WILL BE GIVEN. ONE (1) DETENTION WILL BE ASSIGNED FOR THE 4<sup>th</sup>, 5<sup>th</sup>, & 6<sup>th</sup> LATES BANNING ANY EXTENUATING CIRCUMSTANCES FOR THE TARDINESS. ON THE SEVENTH (7<sup>th</sup>) LATE, AND EACH LATE THEREAFTER, THE TEACHER WILL WRITE A REFERRAL TO THE BUILDING ADMINISTRATOR.

CLASS: Arriving late to class breaks up the continuity of instruction and may affect the learning process for all students'. Repeat offenders will be put on hall pass restriction. Students who violate the rules of hall pass restriction will be considered insubordinate and the steps for insubordination will apply.

## Students

**SUBJECT: WALLKILL SENIOR HIGH SCHOOL CODE OF CONDUCT [continued]**

- P. THEFT (STEPS 4-6)  
Theft of money, personal or public property, or theft involved in the breaking or entering of school property.
- Q. TOBACCO, USE/POSSESSION/SUPPLYING (STEPS 1-5)  
There will be no use or possession of tobacco, electronic cigarettes, rolling papers, personal vaporizers, e-liquids and any electronic nicotine device or paraphernalia associated with these products, lighters, matches, etc., by students on school property or in the building at any time.
- R. TRUANCY (STEP 4)  
Truancy is the act of staying out of school without the knowledge of the parent.
- S. VIOLENCE (STEPS 5-6) In accordance with Board of Education Policy #7400 Section D, a violent pupil is defined as ~~any person who~~ **a secondary student entitled to attend school on a tuition free basis under New York State Education Law who:**
- 1) ~~commits a physical, verbal or threatening act upon a teacher, administrator or other school employee;~~ **an act of violence upon a teacher, administrator or other school employee;**
  - 2) **commits, while on School District property, an act of violence upon another student or any other person lawfully upon said property;**
  - 3) **commits a verbal or threatening act of violence upon a teacher, administrator, other school employee or another student;**
  - 42) possesses, while on School District Property, ~~what appears to be~~ a gun, knife, explosive or incendiary device **bomb** or other dangerous instrument capable of causing death or physical injury;
  - 53) displays, while on School District Property, what appears to be a gun, knife, explosive or incendiary device **bomb** or other dangerous instrument capable of causing ~~physical injury or~~ death **or seriously bodily injury;**
  - 64) threatens, while on School District Property, to use any instrument that appears capable of causing physical injury or death;
  - 7) **knowingly and intentionally damages or destroys the personal property of a teacher, administrator, other School District employee, or any person lawfully upon School District property; or**
  - 8) **knowingly and intentionally damages or destroys School District property.**

In accordance with the "Gun Free School Act of 1994", any student who, after a hearing, held pursuant to Education Law Section S 3214, is found guilty of bringing a fire-arm on to school property, will be subjected to a penalty of at least one year suspension from school.

However, the Superintendent of Schools may review the penalty and modify such suspensions on a case-by-case basis considering, among other things, the totality of circumstances surrounding the offense and the student's previous record.

## Students

**SUBJECT: WALLKILL SENIOR HIGH SCHOOL CODE OF CONDUCT [continued]**

“Students classified with disabilities under the Individuals with Disability Education Act (IDEA) or who qualify as a student with a handicap condition under Section 504 of the Rehabilitation Act of 1973, who use or possess a weapon on school property or at a school function, will be disciplined according to the procedures established under applicable federal and state law and regulation.”

**T. DESTRUCTION OF SCHOOL PROPERTY (STEPS 3– 6)**

- 1) Knowingly and intentionally damages or destroys personal property of a teacher, administrator, other school district employee, student or any person who is lawfully on school district property.
- 2) Knowingly and intentionally damages or destroys school district property.

**DISCIPLINARY STEPS (ADVISORY ONLY)**

- Step 1 Administrative/teacher conference with student (warning issued)
- Step 2 Could include one or more of the following: hall pass restriction, computer restriction, revocation of early release/late entry privileges, lunch detention, loss of driving privileges and participating in afternoon activities.
- Step 3 Detention (1-5 days) 2:35 p.m. to 4:00 p.m. or removal from the classroom by the teacher in accordance with the District-wide Code of Conduct (Board of Education Policy #7400)
- Step 4 In School Suspension (1 to 5 days)  
If removed from ISS for any reason, OSS will occur
- Step 5 Out of School Suspension (1 to 5 days)
- Step 6 OSS (5 days) Superintendent of School's Hearing

Note: In conjunction with the following disciplinary steps, students may be referred for in-school counseling or the One80 Restorative Justice Program for crisis intervention and other support services. For more information about the One80 Restorative Justice program, please see Appendix A in the Wallkill Senior High School Student Handbook.

**CONDUCT THAT MAY RESULT IN DETENTION, SUSPENSION OR REMOVAL**

Students on suspension are banned from participating in, or attending extra-curricular activities for a period beginning with being notified of the suspension until the beginning of school following the last day of suspension. Students are not permitted to be on school property at any time while serving an out-of-school suspension term.

## Students

**SUBJECT: WALLKILL SENIOR HIGH SCHOOL CODE OF CONDUCT [continued]**

The following acts will be reported to the Superintendent and local law enforcement officials:

- Forcible sexual offenses
- Use or possession of weapons
- Drug offenses
- Assaults resulting in serious physical injury
- Serious threats which a reasonable person would perceive as placing persons in imminent physical danger.

“The disciplinary penalties are intended to be a range of penalties that may be imposed on students depending upon the nature of the violation. It is the desire of the Board of Education that student discipline be progressive, i.e., a student’s first violation should merit a lighter penalty than subsequent violations.”

**DISCIPLINE OF STUDENTS WITH, OR SUSPECTED OF HAVING A DISABILITY**

Discipline of students classified of having, or suspected of having, a disability will occur in accordance with the IDEA and/or Section 504 of the Rehabilitation Act of 1973, and the regulations implemented there under, as applicable.

The Discipline Code is intended to be read and interpreted in a manner that is consistent with the District-wide Code of Conduct, (Policy #7400). To the extent any terms of provisions contained herein conflict with the District-wide Code of Conduct; the District-wide Code of Conduct shall govern.

**DIGNITY FOR ALL STUDENTS ACT**

The Dignity Act Coordinators for the Wallkill Senior High School are:

Mr. Robert Albanese, Assistant Principal (845) 895-7150

Mr. **Joseph Napoli**, ~~Michael Redmond~~ Assistant Principal (845) 895-7150

The Dignity Act Coordinators oversee bullying prevention measures and address issues surrounding bullying in the High School.

## SUBJECT: JOHN G. BORDEN MIDDLE SCHOOL CODE OF CONDUCT

To achieve a quality education, the school must establish and enforce guidelines and procedures that provide for reasonable order and an atmosphere where learning can take place. It is the purpose of the Middle School Code of Conduct to provide a satisfying, productive and safe environment in which all persons may gain a worthwhile school experience.

As a student at the John G. Borden Middle School you are expected to:

1. Respect authority and comply with school rules
2. Respect the rights and privileges of others and cooperate with all members of the school community
3. Respect school property and property of others
4. Respect yourself by being diligent in studies and profiting from the available educational experiences

Maintaining this type of environment is the role of Board of Education members, administrators, teachers, students and parents. Every student in grades 7-8 has the responsibility of maintaining his/her own good conduct. Self-discipline is essential to the effective operation of our school.

### CONDUCT THAT MAY RESULT IN DETENTION, SUSPENSION OR REMOVAL

Items A through U are in effect at all school-sponsored extra-curricular events or activities, including inter-scholastic athletic functions (both home and away), and at any time while on school property, which is defined as "In or within any building, school bus, structure, athletic playing field, playground, parking lot or land contained within the real property boundary line of a public elementary or secondary school." Please find steps on page 16 of the Student Handbook (Steps are advisory only).

- A. HALL PASS RESTRICTION VIOLATION (STEPS 1-5)  
Violators of Hall Pass Restriction will be considered insubordinate.
- B. CLASS ABSENCE/CUTS (STEP 7)  
Students are required to follow their schedule of classes unless they received permission from each teacher in advance to do otherwise.
- C. DETENTION CUTS (STEP 7)  
Students must report to detention by 2:20 pm.
- D. DISRUPTIVE BEHAVIOR (STEPS 1-7)
  - 1) One who is substantially disruptive of the educational process or substantially interferes with the authority over the classroom.
  - 2) Those students who are substantially, repeatedly disruptive of the educational process or who substantially, repeatedly interferes with the teacher's authority over the classroom, will be subject to an out-of-school suspension period of up to 5 days (Subject to a modification on a case-by-case basis, based upon the particular circumstances present).

## Students

**SUBJECT: JOHN G. BORDEN MIDDLE SCHOOL CODE OF CONDUCT [continued]****E. DRUGS/CONTROLLED SUBSTANCES (STEPS 7-8)**

- 1) Selling or attempting to sell, supplying on school property or any school function: alcohol, marijuana, drugs, toxic inhalants or other controlled substances, counterfeit/synthetic drugs or a substance which the individual believes or represents to be such drugs or alcohol.
- 2) Using or possessing or coming onto school property, student parking lots, or coming to any school function while under the influence of: alcohol, marijuana, drugs, toxic inhalants or controlled substances, counterfeit/synthetic drugs or a substance which the individual believes or represents to be such drugs or alcohol.
- 3) Selling or attempting to sell, supplying, using or possessing drug paraphernalia.
- 4) Possessing prescription medication.

**F. ENDANGERMENT (STEPS 1-9)**

- 1) Causing public inconvenience, annoyance or alarm, or recklessly creating a risk thereof.
- 2) Attempting, while on school district property, to use any instrument that appears capable of causing physical injury or death.
- 3) Any other offense that endangers the health, safety or well-being of the school population
- 4) Arson-Lighting or attempting to light a fire while on school property.

**G. FIGHTING (STEPS 7-8)**

While on school property commits an act of violence upon another student or another person lawfully upon school property.

**H. HARASSMENT/BULLYING (STEPS 1-8)**

Any behavior that is done to intimidate, demean, insult, embarrass or have power over another person or group of individuals.

**I. INAPPROPRIATE BEHAVIOR (STEPS 1-8)**

Any behavior that interferes/disrupts the educational process or the rights of any student, staff or faculty member.

**J. INSUBORDINATION (STEPS 1 -8)**

Any action either written, verbal or physical which defies or disrespects authority.

**K. MISREPRESENTATION (STEPS 5-8)**

Refusing to provide name to any staff member that works in the building or giving a false name, forgery, taking or illegally using passes, intentional plagiarism/cheating, lying and failure to display ID upon request.

## Students

**SUBJECT: JOHN G. BORDEN MIDDLE SCHOOL CODE OF CONDUCT [continued]**

- L. PROFANITY (STEPS 1-8)  
Using or wearing of garments of abusive or obscene, lewd, vulgar or plainly offensive language or gestures.
- M. RACIAL HARASSMENT (STEPS 5-8)  
Violating the civil rights of any person. Any written, verbal, symbolic or vulgar act directed at or implied toward any person's race, religion or any other civil right.  
(See District Policy on Discrimination)
- N. SEXUAL HARASSMENT (STEPS 5-8) (See page 32 for Sexual Harassment Procedure)  
Any conduct by a person of the opposite sex or same sex which a reasonable second person, who is the object of such conduct, would conclude is:
1. Unwanted touching of a sexual nature of any part of the second person  
-or-  
An unwanted expression which scares or embarrasses or offends the second person.
  2. Sexual harassment includes but is not limited to:
    - a) making sexual comments, jokes, gestures or looks;
    - b) touching, grabbing or pinching in a sexual way;
    - c) intentionally brushing up against someone;
    - d) flashing or mooning;
    - e) spreading sexual rumors about a person;
    - f) pulling at someone's clothing in a sexual way;
    - g) showing, giving or leaving sexual pictures, photographs, illustrations, messages or notes;
    - h) forcing someone to kiss you or do something sexual other than kissing;
    - i) spying on someone while dressing or showering;
    - j) calling someone a "fag" or a "lesbian" or "gay".
    - k) Any written, verbal, symbolic or vulgar act directed at or implied toward any person's gender (identity or expression), sexual orientation or any other civil right.  
(See District Policy on Discrimination)
- O. TARDINESS - CUMULATIVE (STEPS 1-7)  
Unauthorized/Unexcused tardiness to school (homeroom) and classes as well as study halls.  
Students are expected to be on time for class or have a pass or excuse explaining their tardiness.
- Tardy to school: When students arrive to school late, they are to sign in at the lobby and present a note SIGNED BY PARENT/GUARDIAN explaining their tardiness. In emergency situations, students will be allowed to bring a note in the next day.



## Students

**SUBJECT: JOHN G. BORDEN MIDDLE SCHOOL CODE OF CONDUCT [continued]**

FIRST TWO (2) LATES TO SCHOOL/CLASS - A WARNING WILL BE GIVEN. ONE (1) DETENTION will be assigned each time the student is late to class three times. Beginning the second semester of school once a student has been given two warnings he/she will be assigned detention each time he/she is late.

CLASS: Arriving late to class breaks up the continuity of instruction and may affect the learning process for all students'. Repeat offenders will be put on hall pass restriction. Students who violate the rules of hall pass restriction will be considered insubordinate and the steps for insubordination will apply.

- P. LARCENY OR OTHER THEFT OFFENSE/ POSSESSION OF STOLEN GOODS: (STEPS 3-9)  
Theft of money, personal or public property, or theft involved in the breaking or entering of school property. Being in possession of stolen goods while on school property.
- Q. TOBACCO, USE/POSSESSION/SUPPLYING (STEPS 1-7)  
There will be no use or possession of tobacco, rolling papers, electronic cigarettes, personal vaporizers, e-liquids and any electronic nicotine device or paraphernalia associated with these products, lighters, matches, etc., by students on school property or in the building at any time.
- R. TRUANCY (STEP 4-7)  
Truancy is the act of staying out of school without the knowledge of the parent.
- S. VIOLENCE (STEPS 5-6) In accordance with Board of Education Policy #7400 Section D, a violent pupil is defined as ~~any person who~~ **a secondary student entitled to attend school on a tuition free basis under New York State Education Law who:**
  - 1) ~~commits a physical, verbal or threatening act upon a teacher, administrator or other school employee.~~ **an act of violence upon a teacher, administrator or other school employee;**
  - 2) **commits, while on School District property, an act of violence upon another student or any other person lawfully upon said property;**
  - 3) **commits a verbal or threatening act of violence upon a teacher, administrator, other school employee or another student;**
  - 42) possesses, while on School District Property, ~~what appears to be~~ a gun, knife, explosive or incendiary device **bomb** or other dangerous instrument capable of causing death or physical injury;
  - 53) displays, while on School District Property, what appears to be a gun, knife, explosive or incendiary device **bomb** or other dangerous instrument capable of causing ~~physical injury or death~~ **or seriously bodily injury;**
  - 64) threatens, while on School District Property, to use any instrument that appears capable of causing physical injury or death;
  - 7) **knowingly and intentionally damages or destroys the personal property of a teacher, administrator, other School District employee, or any person lawfully upon School District property; or**
  - 8) **knowingly and intentionally damages or destroys School District property.**

## Students

**SUBJECT: JOHN G. BORDEN MIDDLE SCHOOL CODE OF CONDUCT [continued]**

In accordance with the "Gun Free School Act of 1994", any student who, after a hearing, held pursuant to Education Law Section S 3214, is found guilty of bringing a fire-arm on to school property, will be subjected to a penalty of at least one year suspension from school.

However, the Superintendent of Schools may review the penalty and modify such suspensions on a case-by-case basis considering, among other things, the totality of circumstances surrounding the offense and the student's previous record.

"Students classified with disabilities under the Individuals with Disability Education Act (IDEA) or who qualify as a student with a handicap condition under Section 504 of the Rehabilitation Act of 1973, who use or possess a weapon on school property or at a school function, will be disciplined according to the procedures established under applicable federal and state law and regulation."

**T. DESTRUCTION OF SCHOOL PROPERTY (STEPS 2– 9)**

- 1) Knowingly and intentionally damages or destroys personal property of a teacher, administrator, other school district employee, student or any person who is lawfully on school district property.
- 2) Knowingly and intentionally damages or destroys school district property.

**U. UNAUTHORIZED RECORDINGS (STEPS 5-8)**

- 1) Unauthorized Video/Audio recording and/or picture taking with a cell phone or any recording device during the school day or on the bus and/or to or from school events.

For any of the above forms of prohibited conduct, the range of penalties which may be imposed upon students (in accordance with Education Law 3214. Part 100 of the Commissioner's Regulations, and the District Code of Conduct and this Middle School Discipline Code) pursuant to the student disciplinary code which includes the following:

1. verbal/written warning and disciplinary conference to review corrective measures
2. written notification to the parents
3. exclusion from extra-curricular activities
4. Lunch Detention
5. detention
6. removal from a particular class
7. in-school suspension
8. out-of-school suspension and/or Superintendent's hearing
9. repayment where applicable

**Students****SUBJECT: JOHN G. BORDEN MIDDLE SCHOOL CODE OF CONDUCT [continued]**

Depending upon the nature and severity of the violation, it is the desire of the Board of Education that student discipline be progressive, i.e., a student's first violation should merit a lighter penalty than subsequent violations. Since all types of infractions may not be included, disciplinary procedures may be modified at the discretion of Building Administration.

Students on suspension are banned from participating in, or attending extracurricular activities for a period beginning with being notified of the suspension until the beginning of school following the last day of suspension. Students are not permitted to be on school property at any time while serving an out-of-school suspension term.

The following acts will be reported to the Superintendent and local law enforcement officials:

- forcible sexual offenses
- use or possession of weapons
- drug offenses
- assaults resulting in serious physical injury
- serious threat which a reasonable person would perceive as placing in imminent danger.

This Discipline Code is intended to be read and interpreted in a manner consistent with the District-wide Code of Conduct (Policy No. 7400). To the extent any terms or provisions contained herein conflict with the District-wide Code of Conduct the District-wide Code of Conduct will govern.

For any of the above listed offenses, the listed consequences are the range of penalties which may be imposed upon students. Depending on the nature and severity of the violation, it is the desire of the Board of Education that student discipline be progressive, i.e., a student's first violation should merit a lighter penalty than subsequent violations.

**Buses**

School buses are provided by the District for the safe transportation of all students to and from school. All students are expected to be on time for the morning pick-up. Afternoon dismissal will be directly following the last period class. Late buses (3:50 p.m.) for students participating in after school clubs, athletic activities or staying for detention are scheduled for Monday through Friday. Late buses may not necessarily drop students off at the same location as the 2:10 p.m. bus.

**Bus Rules**

All students must obey the bus driver. The bus driver has the right to assign seats to any or all students. A student who is in violation of bus rules will be referred to building administration. Students who violate bus rules are subject to disciplinary action under the Middle School Code of Conduct. Any student who violates the bus rules may be suspended from riding the bus. The parents of a student who has been suspended from riding the bus will have the responsibility of providing transportation to and from school during the time of the loss of privileges.

**Students****SUBJECT: JOHN G. BORDEN MIDDLE SCHOOL CODE OF CONDUCT [continued]**

- 1) Students are to be seated at all times and not change seats unless directed by driver.
- 2) Students must keep their hands, arms, heads, etc., inside the bus.
- 3) Students are not to push, shout or fight.
- 4) Students are not to damage or deface the school bus.
- 5) Students are not to use obscene language.
- 6) Students are not allowed to smoke.
- 7) Students are not to litter.
- 8) Students are not to eat or drink on the bus.
- 9) Students are not to disembark at the high school without written authorization from the main office.
- 10) Students must ride their assigned bus unless they have written authorization from the main office to ride a different one.

**Bus Procedures**

Any student, who wishes to be discharged at a different stop or ride a different bus on a particular day, must bring a signed note from his or her parents and present the note to the office during the homeroom period. A bus pass will be issued to the student granting permission for the change.

Student who misses the 2:10 p.m. bus is to report to the office for assignment to a supervised area. Students may not leave school property at 2:10 p.m. and return to ride the 3:50 p.m. bus unless permission is granted by Building Principal or Dean of Students.

Students may not walk into town or to the high school at dismissal or at any other time.

**Discipline of Students with, or Suspected of Having a Disability**

Discipline of students classified as having, or suspected of having, a disability will occur in accordance with the IDEA and/or Section 504 of the Rehabilitation Act of 1973 and the regulations implemented there under, as applicable.

**Dignity for all Students Act**

The Dignity Act Coordinator for the Middle School is:

Mr. Michael Pritts, Dean of Students (845) 895-7175

The Dignity Act Coordinator oversees bullying prevention measures and addresses issues surrounding bullying in the Middle School.

**Approved: 2005; Revised: 6/21/07; 6/18/09; 6/17/10; 6/16/11; 6/14/12; 10/18/12; 6/13/13; 6/16/16;**

**First Reading 6/20/24**

## SUBJECT: ELEMENTARY SCHOOL CODE OF CONDUCT

There is a concern on the part of the Board of Education, the administration, the faculty, parents, and the student body regarding student behavior and disciplinary procedures. This statement is to inform parents and students as to what is expected of students as school citizens of the Wallkill Elementary Schools.

### I. Student Rights:

- A. Education: All persons between the ages of 6 and 21 residing in the State of New York are entitled to a free education without discrimination or harassment on the basis of sex, race, creed, or personal condition.
- B. Association: Students have the right to participate in any and all student organizations which have been recognized by the school district in accordance with established criteria. Such organizations may not restrict membership on the basis of race, sex, national origin or other arbitrary criteria.
- C. Discipline: Rules for student conduct and discipline have been adopted by the Board of Education. Such rules will be clearly stated, explained, and distributed to all students at the beginning of every school year or at the start of enrollment in the school. These standards of conduct do not infringe upon the constitutional rights of students, and include prohibited student conduct and the range of penalties, which may be imposed for such misconduct.
- D. Confidentiality: Student records will be maintained by the school district for use by appropriate district personnel in developing the best possible educational program for each student. Parents or legal guardians are entitled to inspect the student's cumulative record with the principal or his/her designee in attendance. The parent is afforded the opportunity through a hearing to challenge the accuracy or content of the child's records. A student over the age of 18 is given the same rights as his/her parents.
- E. Freedom of Expression: Students will not be denied the right to express themselves on the basis of the nature of their beliefs. However, such expression will not be allowed if it substantially or materially interferes with school activities or the rights of others.
- F. Sexual Harassment: Students have a right to attend school without being sexually harassed. Sexual harassment is unwanted behavior by another person of the opposite or the same sex toward you just because you are a girl or boy. No one should act that way to another person. Acts which a fair person would think of as sexual harassment include:
  - 1. The unwanted touching of a sexual nature of any part of your body such as pinching, brushing the body, pulling clothes, kissing, grabbing or holding someone down.
  - 2. An unwanted expression made to a person which scares or embarrasses that person or otherwise makes that person feel uncomfortable such as threats, "dirty jokes", making fun of someone for being a girl or boy, calling someone a "fag", gay, lesbian, "slut", "whore", or being shown, given, or left sexual pictures, photographs, illustrations, messages, or notes. These types of acts should be reported to your parent(s), teacher, or principal and/or intervention specialist.

**SUBJECT: ELEMENTARY SCHOOL CODE OF CONDUCT [continued]****G. Wallkill Central School District Notice of Non-Discrimination**

1. All students of the Wallkill Central School District have a right to feel respected and safe. Consequently, we want you to know about our policy to prevent discrimination based on race, color, creed, ethnicity, national origin, religion, religious practice, disability, sexual orientation, age, sex (including sexual harassment), gender (identity and expression), weight, predisposing genetic characteristics, marital status, military status, and domestic violence victim status. This policy applies to students in connection with all academic, educational, extra-curricular, athletic, and other programs of the school whether they take place in the facilities of the school, on a school bus, at a class or training program sponsored by the school at another location, or elsewhere.
2. Discrimination may include, but is not limited to the following, when based on one's membership in a protected category:
  - a. name calling, jokes or rumors;
  - b. pulling on clothing;
  - c. graffiti;
  - d. notes or cartoons;
  - e. unwelcome touching of a person or clothing;
  - f. offensive or graphic posters or book covers;
  - g. any words or actions that make you feel uncomfortable, embarrass you, hurt your feelings or make you feel bad; or
  - h. denial of access to a school program or activity
3. If any words or actions by another student, district personnel, or third party, such as volunteers, vendors, contractors, or visitors, make you feel uncomfortable, embarrassed, angry or unsafe, and you perceive that such conduct is being exhibited as a result of your race, color, creed, ethnicity, national origin, religion, religious practice, disability, sexual orientation, age, sex (including sexual harassment), gender (identity and expression), weight, predisposing genetic characteristics, marital status, military status, or domestic violence victim status, you must make a report (either oral or in writing) which should be given to a teacher, counselor, assistant principal, the principal or the District Compliance Officer.
4. Your right to privacy will be respected as much as possible.
5. We take seriously all reports of discriminatory conduct and will take all appropriate actions based on your report.
6. The School District will also take action if anyone tries to intimidate you or take action to harm you because you have reported an incident.

## Students

**SUBJECT: ELEMENTARY SCHOOL CODE OF CONDUCT [continued]**

7. This is a summary of the School District non-discrimination policy. Complete policies and procedures are available in the District Office upon request.
8. Students considering themselves to have a grievance against the District on the basis of race, color, creed, ethnicity, national origin, religion, religious practice, disability, sexual orientation, age, sex (including sexual harassment), gender (identity and expression), weight, predisposing genetic characteristics, marital status, military status, or domestic violence victim status may contact Brian Devincenzi, District Compliance Officer, at 895-7102 for a copy of the Grievance Procedure and for assistance in processing such a grievance.

H. Due Process: All students are guaranteed the right of due process.

II. Student Responsibilities:

It is the responsibility of the student to comply with the elementary code of conduct throughout their school day, including but not limited to actions on school property, school buses, halls, bathrooms, cafeteria, playground, field trips, school assemblies, and after school-sponsored activities.

Policy Statement

- A. Students shall respect constituted authority. This shall include conformity to school rules and regulations and those provisions of law, which apply to the conduct of juveniles or minors.
- B. Citizenship in a democracy requires respect for the rights of others. Student conduct shall reflect consideration for the rights and privileges of others and demands cooperation with all members of the school community.
- C. High personal standards of courtesy, decency, morality, appropriate language, honesty, and wholesome relationships with others shall be maintained.
- D. Respect for gender (identity or expression), race, creed, or personal condition, for real and personal property, pride in one's work, and achievement within one's ability shall be expected of all students.
- E. Every student who gives evidence of a sincere desire to remain in school, to be diligent in studies, and to profit by the educational experiences provided, will be given every opportunity to do so and will be assisted in every way possible to achieve scholastic success to the limit of individual ability.

It is the responsibility of each teacher to administer the discipline in his or her classroom. Teachers will refer students to the principal and /or intervention specialist only in extreme cases when all other disciplinary measures have been exhausted/ or if a significant incident has occurred.



**SUBJECT: ELEMENTARY SCHOOL CODE OF CONDUCT [continued]**

- III. Criteria for Referral: The following criteria apply to behaviors occurring on school property, buses, and/or off-site school related functions:
- A. Fighting: While on school property commits an act of violence upon another student or another person lawfully upon school property (updated). This can include but is not limited to hitting, pushing, kicking, biting and spitting. If the instigator can be determined, he/she will be penalized, if not, all participants will be disciplined.
  - B. Profanity: Use of profane language in verbal or written form or in the form of a gesture.
  - C. Insubordination: Any action either written, verbal or physical which defies or disrespects authority.
  - D. Drugs/Controlled Substances/Tobacco:
    - 1. Use or possession of Tobacco, Alcohol, Inhalants, Drugs or Drug Paraphernalia (including matches and lighters) on School Property. (Prescribed medication and inhalants must be kept in Nurses office.) All medication has to be registered in person with the school nurse by a parent/guardian.
  - E. Theft/Larceny: Theft of money, person or public property, or theft involved in breaking or entering of school property. Being in possession of stolen goods while on school property.
  - F. Destruction of School Property:
    - 1. Vandalism: Destruction of property, Destroying or defacing and/or personal property.
    - 2. Knowingly and intentionally damaging the personal property of a teacher, administrator, or other school employee, student or any person lawfully upon district property.
    - 3. Knowingly and intentionally damaging or destroying school property.
  - G. Sexual Harassment:
    - 1. Making sexual comments, jokes, gestures or looks.
    - 2. Touching, grabbing, or pinching in a sexual way.
    - 3. Intentionally brushing up against someone.
    - 4. Spreading sexual rumors about a person.
    - 5. Pulling at someone's clothing in a sexual way.
    - 6. Showing, giving, leaving, or possessing sexual pictures, photographs, illustrations, messages or notes.
    - 7. Forcing someone to kiss you or do something sexual other than kissing.
    - 8. Calling someone a "fag" or a "lesbian" or "gay".

**SUBJECT: ELEMENTARY SCHOOL CODE OF CONDUCT [continued]**

- H. Harassment/Bullying: Any behavior that is done to intimidate, demean, insult, embarrass, or have power over another person or group of individuals, including but not limited to teasing, name calling.
- I. Disruptive Behavior:
1. Intentional disturbance of a class, cafeteria, school function.
  2. Substantially disrupting the educational process or substantially interfering with the teacher's authority over the classroom.
- J. Violence: *In accordance with Board of Education Policy #7400 Section D, a violent pupil is defined as an elementary student entitled to attend school on a tuition free basis under New York State Education Law who:*
1. ~~Committing/threatening~~ **commits** an act of violence upon a teacher, administrator, or other school employee;
  2. ~~Committing/threatening~~ **commits** while on School District Property, an act of violence upon another student or any other person lawfully upon school property;
  3. **commits a verbal or threatening act of violence upon a teacher, administrator, other school employee or another student;**
  4. ~~Possession,~~ **possesses,** while on School District Property, **what appears to be** a gun, a knife, explosive or incendiary device **bomb** or other dangerous instrument capable of causing death or physical injury;
  5. ~~Displaying,~~ **displays,** while on School **District** Property, what appears to be a gun, a knife, explosive or incendiary device or other dangerous instrument capable of causing physical injury or death **or serious bodily injury;**
  6. ~~Threatening,~~ **threatens,** while on School **District** Property, to use any instrument that appears capable of causing physical injury or death;
  7. **Knowingly and intentionally damages or destroys the personal property of a teacher, administrator, other School District employee, or any person lawfully upon School District property; or**
  8. **Knowingly and intentionally damages or destroys School District property.**
- K. Endangerment:
1. Endangering the health, safety, or well-being of the school population, including but not limited to horseplay.
  2. Attempting, while on school property, to use any instrument that appears capable of causing physical injury or death.
- L. Inappropriate Behavior:
1. Any behavior that interferes/disrupts the educational process or the rights of any student, staff, or faculty member.
  2. Possession and/or use of Electronic Devices/Cell Phones. Unauthorized videotaping, picture taking and/or texting with a cell phone or any other recording devices during the school day and/or on the bus to and from school taken as well as to and from school events.

**SUBJECT: ELEMENTARY SCHOOL CODE OF CONDUCT [continued]**

3. Unauthorized financial transaction (selling/buying/trading) will not occur on school property.
  4. Dressing in such a manner that it causes material or substantial disruption or presents health or safety problems. Any form of dress, which is distracting or is substantially disruptive, is not permitted. Students are expected to keep themselves well-groomed and neatly dressed at all times
    - i. Coats are not to be worn in school.
    - ii. Hats, hoods and bandannas are not to be worn in school. (head coverings)
    - iii. Shirts advertising alcoholic beverages and/or the use of drugs, or those with inappropriate printing on them are not to be worn in school.
    - iv. Short-shorts, short skirts, pants worn excessively low, or midriff tops are not to be worn in school.
    - v. Gang related attire is not allowed and not to be worn in school.
    - vi. Appropriate footwear needs to be worn at school. "Heelies" (Shoes with wheels) are not allowed at school.
  5. Possessing inappropriate materials, dangerous instruments and/or including but not limited to pornographic materials and other sexually oriented materials.
- IV. Disciplinary Measures - Below is a list of disciplinary measures that may be used should there be a violation of the Code of Conduct:
- A. Oral Warning
  - B. Pre-referral Behavior Notification: can be issued as a warning; therefore, notifying parents in regards to behaviors that may lead to more serious disciplinary measures
  - C. Written Referral
  - D. Work assignment to fit infraction (with parental permission)
  - E. Lunch time, recess or activity period detention.
  - F. Any student may be detained after school providing administrative and parental permission to stay is obtained. It is understood that transportation home will be the responsibility of the parent.
  - G. Suspension warning letter may be issued
  - H. In School Suspension 1-2 Days
  - I. Suspension for up to five days. Every attempt will be made to notify parent that a suspension is to occur.
  - J. If the student's inappropriate behavior continues after the third referral, the principal has the option of instituting any of the disciplinary measures again or referring the case to the Superintendent for further action.
  - K. Teacher removal from a classroom for 3-5 days (subject to the rights and procedures set forth in the District Code of Conduct).

**SUBJECT: ELEMENTARY SCHOOL CODE OF CONDUCT [continued]**

- L. When a student engages in conduct, which would define that student as “repeatedly substantially disruptive” (i.e. engaging in conduct requiring removal from classroom on four or more occasions during the semester), the student will be subject to a minimum suspension of 3-5 days (subject to modification on a case-by-case basis based upon the particular circumstances present).
- M. When a student engages in conduct which would define that student as a violent pupil under section 3214(2-a) (a) of the Education law, the student will be subject to a minimum of suspension of 5 days (subject to modification on a case-by-case basis based upon the particular circumstances present.)
- V. Referral Procedure

The teacher/ school personnel sending the student must immediately notify the office that a student was being referred to the principal and/or intervention specialist for disciplinary action.

  - A. First Referral: The principal and/or intervention specialist will review the code of conduct with the student, identifying the infraction and discuss what steps must be taken to improve behavior.

Within a reasonable time (preferably 24 hours), a copy of the original referral slip with the action taken by the principal and/or intervention specialist will be returned to the teacher. A copy of the completed referral form is to be sent to the child's parents. A copy of the discipline code may be included. The principal and/or intervention specialist shall determine if there will be disciplinary action to fit the infraction in addition to the above.
  - B. Second Related Referral: The student shall be informed by the Principal and/or intervention specialist of the severity of the infraction. The student will be informed that any further serious disciplinary problems may result in parent/guardian contact. Contact will be made by Principal, Intervention specialist or the principal's proxy.

Within a reasonable time (preferably 24 hours) a copy of the original referral slip with the action taken by the principal and/or intervention specialist will be returned to the teacher. A duplicate copy and a copy of the discipline code may be mailed to the parent. This may be preceded by a phone call.

The principal and/or intervention specialist shall determine the disciplinary action to fit the infraction.
  - C. Third Related Referral or a separate significant incident: Parents will be notified immediately by phone of the severity of the situation or if necessary a letter will be sent to parents to schedule a meeting with all involved school personnel (preferably within 24 hours).

If no response is received within three school days, the administration will attempt to contact the parent by phone to schedule the meeting. If no contact is made, the principal will inform the parents by certified mail of the action taken.

The principal shall determine the further action to fit the infraction.

Two of the most important lessons education should offer are self-discipline and self-respect. While they do not appear as subjects, they underlie the whole educational structure. These lessons develop self-control, character, orderliness, and efficiency. They are keys to good conduct and proper consideration for other people.

**SUBJECT: ELEMENTARY SCHOOL CODE OF CONDUCT [continued]**

We believe it is important for all students to acknowledge and understand the mistakes that they have made, so they can make better choices in the future. A child, with the assistance of the school and home, acquires a positive attitude and develops self-control to avoid problems. These efforts should help the child become all he or she is capable of being. We feel this Conduct Code meets the purpose.

As always, parents are encouraged to contact the school at any time to arrange for a conference with staff and administration concerning discipline or any other matters.

**VI. Dignity for all Students Act (Refer to Board Policy #7625)**

The Dignity Act Coordinators for the Elementary Schools are:

Leptondale Elementary School:

Ms. Anita Hoyt, Intervention Specialist (845) 895-7200

Clare F. Ostrander Elementary School:

Ms. Kristine Boyle, Intervention Specialist (845) 895-7225

Plattekill Elementary School:

Mrs. Lori Williams, Intervention Specialist (845) 895-7250

The Dignity Act Coordinators oversee bullying prevention measures and address issues surrounding bullying in the Elementary Schools.

“The Discipline Code is intended to be read and interpreted in a manner that is consistent with the District-wide Code of Conduct, (Policy #7400). To the extent any terms of provisions contained herein conflict with the District-wide Code of Conduct; the District-wide Code of Conduct shall govern.”