

## STUDENT CONDUCT IN THE CLASSROOM ADMINISTRATIVE RULE

The District is committed to maintaining a favorable academic atmosphere. Teachers are expected to create a positive learning climate for students in their classroom and to maintain proper order. Students are expected to behave in the classroom in such a manner that allows teachers to effectively carry out their lesson plans and allows students to participate in classroom learning activities. Students are also expected to abide by all the rules of behavior established by the Board, administration and their classroom teachers.

Student behavior that is dangerous, disruptive or unruly or that interferes with the teacher's ability to teach effectively shall not be tolerated. Any student who engages in such behavior may be subject to removal from class and placement as outlined below. In addition, the student may be subject to disciplinary action in accordance with established Board policies and school rules. In the event the student has a formal behavior intervention plan (BIP), the BIP must be followed.

### Grounds for Removal From Class

A student may be removed from class for behavior which:

1. Violates the District's policy regarding suspension or expulsion;
2. Violates the behavioral rules and expectations set forth in the student handbook;
3. Is disruptive, dangerous or unruly;
4. Otherwise interferes with the ability of the teacher to teach effectively; or
5. Is incompatible with effective teaching and learning in the class.

It is neither possible nor necessary to specify every type of behavior which is improper or inappropriate under this code or every circumstance which would justify removal from class. Therefore, notwithstanding the provisions of this code, in every circumstance the teacher should exercise his/her best judgment in deciding whether it is appropriate to remove a student from class.

Behavior which is disruptive, dangerous or unruly, for the purposes of this code, by way of example, includes but is not limited to:

1. Inappropriate physical contact intended or likely to hurt, distract or annoy others, such as hitting, biting, pushing, shoving, poking, pinching or grabbing.
2. Inappropriate verbal conduct intended or likely to upset, distract or annoy others, such as name calling, teasing or use of profanity.
3. Behavior that may constitute sexual or other harassment.
4. Throwing any object, particularly one likely to cause harm or damage, such as books, pencils, scissors, etc.
5. Inciting other students to act inappropriately or to disobey the teacher of school or class rules, including without limitation inciting others to walk out.
6. Damaging or destroying the property of the school, a teacher or another student.
7. Loud, obnoxious or outrageous behavior.

Behavior which interferes with the ability of the teacher to teach effectively, for the purposes of this code, by way of example, includes but is not limited to:

1. Open defiance of the teacher, manifest in words, gestures or overt behavior.
2. Open disrespect of the teacher, manifest in words, gestures, or other overt behavior.
3. Copying or cheating.
4. Repeated interruptions.
5. Refusal to follow a teacher's reasonable request/instructions.
6. Other behavior likely or intended to sabotage or undermine the instruction.

Behavior which is incompatible with effective teaching and learning in the class, for the purposes of this code, by way of example, includes but is not limited to sleeping in class, blatant inattention or other overt or passive refusal or inability to engage in class activities.

#### Procedure for Removal from Class, Parent/Guardian Notification and Determining Appropriate Student Placement

1. Except where the behavior is extreme, a teacher should generally warn a student that continued misbehavior may lead to removal from class. When the teacher determines that removal is appropriate, the teacher should take one of the following courses of action:
  - a. Instruct the student to go to the main office for the period of removal. In such a case, the teacher shall call the office to inform staff of the student's removal; or
  - b. Obtain coverage for the class and escort the student to the main office; or
  - c. Seek assistance from the main office or other available staff. When assistance arrives, the teacher or the other adult shall accompany the student to the main office.

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

2. When the student arrives at the main office, the building administrator or designee may give the student an opportunity to briefly explain the situation. If the building administrator or designee is not immediately available, the student shall wait quietly in the office until the administrator or designee can speak with him/her. If the student is disruptive in the office, the student's parent(s)/guardian(s) or the police may be contacted to remove the student from the building.
3. Within 24 hours the teacher shall submit to the building administrator or designee a short and concise written explanation of the basis for the removal. Such information may be submitted on a disciplinary referral form.
4. As soon as practical, if a discipline action was taken, the building administrator or designee shall inform the student's parent(s)/guardian(s) that the student was removed from class. Such notice may be by telephone or email. The parent(s)/guardian(s) of the student shall be sent written notice of the removal by email or postmarked within two business days of the removal. Such written notice shall specify the class from which the student was removed, the duration of the removal and the basis for the removal as stated by the teacher. The building administrator or designee shall keep written logs or records regarding unsuccessful attempts to contact the

parent(s)/guardian(s) in accordance with this provision. Such entries should be kept in the student data system.

If the student removed from class is also subject to disciplinary action for the particular classroom conduct (e.g., suspension and/or expulsion from school), the student's parent(s)/guardian(s) shall also be notified of the disciplinary action in accordance with legal and policy requirements.

#### Removal of Students With Disabilities

Some different rules and considerations apply for students identified as requiring special education services under the Individuals With Disabilities Education Act (IDEA) or Section 504 of the Rehabilitation Act of 1973. In particular, placement for such students is a decision of the student's individualized education program (IEP) team, subject to stringent procedural safeguards and cannot be made unilaterally by teachers or the administration. In addition, most students covered by the IDEA should have a behavioral plan, which will address:

1. Whether and to what extent the student should be expected to conform to the behavioral requirement applicable to non-disabled students; and
2. Alternative consequences or procedures for addressing behavioral issues. It is highly advisable that all IEP teams address these issues, and this code, at least annually, setting forth the consensus of the IEP team regarding behavioral expectations and consequences.

Notwithstanding these issues, students identified as requiring special education services under the IDEA or Section 504 may, in general, be temporarily removed from class under the same terms and conditions as non-disabled students.