

STUDENT BEHAVIOR:

Students violating the District’s rules and regulations shall suffer disciplinary consequences commensurate with their misbehavior. In general, discipline shall be progressively administered so that penalties increase due to the severity or persistence of the misbehavior. Pursuant to State Law, however, some offenses require mandatory removal to an alternative education setting. As a consequence of persistent or serious violations, students may be referred to a counselor, nurse, or other staff members with special skills in modifying behavior. School officials shall notify a local/regional law enforcement authority if they suspect that criminal acts have occurred on district property or at a school sanctioned event.

COUNSELING: At every infraction, the student will be informed of the next consequence should that behavior continue. The student will also be advised on how to avoid future misbehavior. In addition to behavior, the student’s academic progress and attendance will be reviewed. The Principal will have the discretion to reduce consequences for a student’s honesty and forthrightness during investigations. Consequences may also be reduced if a student has had extended periods of exemplary behavior between infractions. When a student is suspended, he/she may not be readmitted until a meeting with the student, parent, and Administrator has taken place. When necessary, a panel of the student’s teachers will be present.

HONESTY: Students who are honest and admit their involvement when first questioned may earn a reduction of any discipline imposed.



LEVEL I:

Any misbehavior that represents an infraction of the established procedures which regulate the operation of the school and its educational process, is considered a Level I misbehavior. The frequency of the occurrence shall determine the appropriate disciplinary response, including reclassification to a higher level infraction. THE CLASSROOM TEACHER, FOR MOST LEVEL I INFRACTIONS, SHOULD HANDLE INITIAL DISCIPLINE. Parents may be requested to come for a conference with the teacher to discuss the misbehavior and a plan of corrective action. REPEATED LEVEL I offenses will result in a referral to the office.

EXAMPLES OF LEVEL I INFRACTIONS

- 1. Inappropriate language
- 2. Inappropriate public displays of affection
- 3. Inappropriate dress
- 4. Loitering
- 5. Minor class disruptions
- 6. Misuse of pass privileges
- 7. Lateness to class
- 8. Teasing/name calling
- 9. Use of inappropriate electronic devices, including laser pointers
- 10. Eating, drinking or unopened containers in an unauthorized area
- 11. Inappropriate cafeteria behavior
- 12. Failure to bring required materials to class
- 13. Possession of lighter or matches on school property or during school-related activities.

(PLEASE NOTE: School property is defined as any place where students are under direct supervision of school personnel, or any school district owned or operated facility, land, or vehicle.)

MINIMUM CONSEQUENCES FOR LEVEL I INFRACTIONS

- |              |                                   |
|--------------|-----------------------------------|
| 1st Offense: | Written warning/1 Detention       |
| 2nd Offense: | 1 Detention                       |
| 3rd Offense: | 2 Detentions                      |
| 4th Offense: | 3 Detentions                      |
| 5th Offense: | 1 Full Day Detention              |
| 6th Offense: | 2 Full Day Detentions             |
| 7th Offense: | 1 Day Out-of-School Suspension    |
| 8th Offense: | 2 Days Out-of-School Suspension   |
| 9th Offense: | 3-5 Days Out-of-School Suspension |

LEVEL II:

Any misbehavior whose frequency or seriousness tends to disrupt the learning climate of the school and to seriously affect the student’s own education is considered a Level II misbehavior. Infractions at this level may include Level I infractions committed by a student who continues or repeats the infraction after being disciplined at Level I.

EXAMPLES OF LEVEL II INFRACTIONS

- 1. Cutting class
- 2. Cutting detention
- 3. Persistent disrespectful/disruptive behavior
- 4. Persistent, inappropriate use of electronic devices
- 5. Forgery
- 6. Gambling
- 7. Harassing incident
- 8. Insubordination/blatant refusal to follow directions
- 9. Obscene/vulgar language or behavior, or possession of obscene material
- 10. Truancy
- 11. Academic cheating/plagiarism
- 12. Dangerous behavior such as throwing objects, pushing, shoving, reckless driving, leaving school with the intention to fight, etc.
- 13. Cellular device offense
- 14. Acceptable Use Policy Violation
- 15. Safety Protocol Infraction (i.e. propping exterior/locker room doors)

MINIMUM CONSEQUENCES FOR LEVEL II INFRACTIONS

- |              |                                   |
|--------------|-----------------------------------|
| 1st Offense: | 1 Detention                       |
| 2nd Offense: | 2 Detentions                      |
| 3rd Offense: | 3 Detentions                      |
| 4th Offense: | 1 Full Day Detention              |
| 5th Offense: | 2 Full Day Detentions             |
| 6th Offense: | 1-2 Days Out-of-School Suspension |
| 7th Offense: | 3-5 Days Out-of-School Suspension |
| 8th Offense: | Superintendent’s Hearing          |

LEVEL III:

Any misbehavior whose consequence may pose a serious threat to the health and safety of others in school or has a lasting effect on the individual is considered a Level III misbehavior.

EXAMPLES OF LEVEL III

- 1. Leaving school grounds without permission.
- 2. Computer Use: Accessing/possession of inappropriate material
- 3. Sexual, racial, religious harassment (informal stage)  
Informal Complaint: ALL sexual harassment allegations will be reported to the Principal who will promptly investigate the complaint. The principal will meet all involved parties in an attempt to resolve the alleged incident. If resolution is not possible, the Principal shall notify appropriate authorities and will forward the findings of the investigation.
- 4. Theft
- 5. Trespassing (i.e. breaking into school)
- 6. Minor Vandalism
- 7. Use/possession of tobacco and/or vaping products on school grounds.

MINIMUM CONSEQUENCES FOR LEVEL III INFRACTIONS

- 1st Offense: 1-3 Days Out-of-School Suspension
- 2nd Offense: 3-5 Days Out-of-School Suspension
- 3rd Offense: 5 Days Out-of-School Suspension
- 4th Offense: Superintendent's Hearing



LEVEL IV:

Any misbehavior whose consequences pose a serious and immediate threat to the health and safety of others.

EXAMPLES OF LEVEL IV INFRACTIONS

- 1. Arson
- 2. Bomb threat/false fire alarm
- 3. Drug/alcohol possession, sale, use and/or purchase
- 4. Possession, sale, use, purchase, or sharing of drug paraphernalia
- 5. Fighting
- 6. Weapon/explosives possession (i.e. including fireworks)
- 7. Serious vandalism
- 8. Assault
- 9. In any way deliberately endangering the welfare of others
- 10. Sexual, racial, religious harassment (Formal stage)

**Formal Complaint:** Formal complaints may be submitted either to initially report any incidence of sexual harassment, or as a follow-up to an unsatisfactory resolution of an informal attempt to resolve a complaint. In the latter case, a formal written complaint, (form available), is to be submitted to the Principal, who will then forward it to the next appropriate person.

The formal written complaint will consist of any appropriate forms and a copy of any applicable Principal reports. The appropriate forms solicit the specifics of the complaint (i.e. date and place of incident, description of sexual misconduct, names of any witnesses, and any previous action taken to resolve the matter).

The Superintendent shall take immediate, appropriate and corrective action upon a determination of sexual harassment. The Superintendent shall notify the complainant of any findings and action taken.

MINIMUM CONSEQUENCES FOR LEVEL IV INFRACTIONS

- 1st Offense: 3-5 Days Out-of-School Suspension and/or Superintendent's Hearing
- 2nd Offense: Superintendent's Hearing

# Bolton Central School

## Code of Conduct

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The Bolton Central School Administration and Staff believe that instruction should occur in an orderly, safe environment that is conducive to learning. Discipline is most effective when it deals with the problem at the time and place it occurs, and in a way that is viewed as fair and impartial by the student. The code of conduct is designed to assist the faculty and administration in maintaining a satisfactory environment by standardizing procedures for administering disciplinary actions. When applicable, Dignity Act Statutory definitions will be referenced. Before seeking outside assistance, teachers will first use their resources to create a change of behavior in the classroom. When the teacher has made a determined effort to bring about positive behavioral change, and has been unsuccessful, the student will then be referred to the administration. Once done, the administrator or designee assumes the role of deciding appropriate further action. Disciplinary action, when necessary, will be firm, fair, and consistent in order to be most effective in changing behavior. While this plan is designed to be progressive in nature, the seriousness or nature of an act may result in acceleration to a higher level of discipline. Rules, regulations, and due process are designed to protect all members of the educational community in the exercise of their rights and responsibilities. The purpose of issuing this code of conduct is to acquaint students, parents/guardians and others with some of the rules and regulations of Bolton Central School. Discipline referrals will be mailed home in an effort to maintain good communication with parents. The code of conduct will be most effective in maintaining a positive school climate when there is a shared responsibility among all stake holders.

This document is not intended to be all-inclusive. Any other student actions not listed, which disrupt the normal educational process, will be handled in a similar manner. *In all discipline situations, the administrator/designee will exercise discretionary authority in establishing appropriate disciplinary action.* Actions, which are gross violations of the code of conduct, may also result in an immediate suspension from school and possible recommendation for a Superintendent's Hearing. Violations of this code of conduct may also result in denial of school privileges such as field trips and other extra-curricular activities.