

Student Discipline

Under the authority of Board policy JG the following procedures will be followed in administering student discipline. School principals are authorized to develop building rules consistent with this regulation and to enforce those rules through appropriate staff development activities.

Although the orderly operation of the school is paramount, the focus in disciplinary proceedings shall always be to help the student to modify his/her behavior in the future. Punishment shall be administered in a fair and consistent manner in keeping with the educational needs of the individual student. Corporal punishment is not to be administered in any form in Gresham-Barlow schools.

When administering disciplinary action, school officials will take into account the **attitude** of the student and any **mitigating circumstances**. The attitude of the student may be characterized in one of the following three ways:

1. **Negligent**

The student should have known of the negative effect of the behavior.

2. **Reckless**

The student knew of the probable negative effect of misbehavior but didn't care.

3. **Intentional**

The student intended the negative results of misbehavior.

Mitigating Circumstances

1. Age;
2. Self-defense;
3. Lack of knowledge of rules;
4. Provocation;
5. Inability to reason;
6. Disability.

Only a hearings officer may expel a student, under procedures outlined in Board policy JGE and the accompanying administrative regulation, upon recommendation of the school principal. Only the school principal or his/her designee may suspend a student for a period of more than three days. The school principal, assistant school principal or supervisor is the only person who may suspend a student from school.

In addition to the school principal, assistant school principal and supervisor, any licensed staff person may make a disciplinary reassignment, involve parents, arrange a formal conference or participate in an informal talk. Any school staff member may have an informal talk with a student, or make an arrangement for a conference involving the student's teachers.

Consequences

Imposed consequences for misbehavior may include loss of time, loss of freedom or loss of privilege. Examples of loss of time would be a time out, Saturday School or requirement to stay after school. Loss of freedom might involve restriction from using certain school facilities, in-school suspension or restriction to a certain area of the school. Loss of privilege could include activity curtailment, withdrawal of library privileges, loss of recess, suspension from class, temporary or permanent suspension of bus riding privileges, suspension from school or expulsion.

The school principal will establish rules governing behavior at each school, and inform school employees of allowable consequences. School principals will also make provisions for documentation of misbehavior and consequences that are applied. There will be documentation in the student's education records file of expulsion, long suspension or short suspension. School principals will maintain written documentation of any other disciplinary action, as appropriate.

Levels of Disciplinary Action:

1. Informal Talk

The school staff member will talk to the student and try to reach an agreement regarding how the student should behave.

2. Formal Conference

A formal conference is held between the student, a teacher and other adults who may be involved. The purpose of the conference will be to reach agreement as to the change in the student's behavior.

3. Parent Involvement

The parent or legal guardian is notified by telephone, personal contact or letter. A conference may be conducted involving the student, parent, teacher and other adults who may be involved.

4. **Disciplinary Reassignment**

A reassignment of a misbehaving student to a separate supervised environment away from the usual activities within the school. This may include a referral to the counselor, a schedule change, a work assignment around the school, time out, after school detention or Saturday School. Parents will be notified. Disciplinary reassignment for a special education student will be administered in accordance with applicable provisions of the Individuals with Disabilities Act.

5. **Short Suspension**

A school principal, assistant school principal or supervisor may suspend a student for up to three (3) school days. The student will be informed of the charges and will be given opportunity to present his/her view of the alleged misbehavior. The suspending official will notify the student's parent or guardian of the suspension, the conditions for reinstatement and appeal procedures, where applicable. These procedures may be postponed in emergency situations related to health and safety.

6. **Long Suspension**

The school principal, assistant school principal or supervisor may suspend a student for a period not to exceed seven calendar days using the same procedures as in the case of a short suspension.

7. **Expulsion**

Under the authority of Board policy JGE, and upon the request of a school principal for an expulsion hearing, a hearings officer is authorized to expel a student provided the student is not expelled without a hearing unless the student's parents or guardian waives the right to a hearing. The waiver may be either in writing, or through failure to appear after notice at the time and place of a hearing. The parents and students will be informed of all procedural requirements under Oregon law.

8. **Homework**

During suspensions, homework may be provided to the student at the discretion of the building administrator.

Student Discipline – JG-AR (continued)

<u>OFFENSE</u>	<u>SEVERITY</u> (Examples are for illustration only)	<u>ACTION TO BE TAKEN</u>	
		<u>Minimum</u>	<u>Maximum</u>
<u>AGAINST SELF:</u>			
<u>Tardiness</u>	Minor or first time (Late to class) Major or repeated (Intentionally late to class)	Informal talk Formal conference	Parent involvement Disciplinary reassignment
<u>Unexcused Absence</u>	Minor or first time (Away from class without permission) Major or repeated (Cutting class or skipping school)	Formal conference Parent involvement	Disciplinary reassignment Short suspension
<u>Lack of Academic Effort</u>	Minor or first time (Failure to do homework) Major or repeated (Persistent refusal to complete work)	Informal talk Parent involvement	Parent involvement Expulsion
<u>Use of Tobacco</u>	Minor or first time (Possession of cigarettes or snuff) Major or repeated (Smoking at school)	Parent involvement Short suspension	Short suspension Expulsion
<u>Substance Abuse, Use or Possession of Alcohol or Unlawful Drugs Including Drug Paraphernalia</u>	Minor or first time Major or repeated	Short suspension Expulsion	Expulsion Expulsion
<u>Gambling</u>	Minor or first time Major or repeated	Informal talk Parent involvement	Parent involvement Long suspension
<u>AGAINST OTHER PERSONS:</u>			
<u>Fighting</u>	Minor or first time Major or repeated	Formal conference Parent involvement	Short suspension Expulsion
<u>Physical Assault</u>	Minor or first time (Pushing in line, intentional bumping) Major or repeated (Intentional harm)	Informal talk Parent involvement	Disciplinary reassignment Expulsion
<u>Threats of Harassment Menacing, Use of threats, intimidation, harassment or coercion</u>	Minor or first time Major or repeated	Formal conference Parent involvement	Short suspension Long suspension
<u>Possession of Weapon</u>	Any violation	Expulsion for a period of not less than one year. Superintendent may modify on a case-by-case basis. Referral to law enforcement.	Expulsion for a period of not less than one year. Superintendent may modify on a case-by-case basis. Referral to law enforcement.

Student Discipline – JG-AR (continued)

<u>Extortion</u>	Minor or first time Major or repeated	Parent involvement Short suspension	Short suspension Expulsion
<u>Theft</u>	Minor or first time Major or repeated	Formal conference Parent involvement	Short suspension Expulsion
<u>Profanity or Obscene Words or Gestures</u>	Minor or first time Major or repeated	Informal talk Parent involvement	Parent involvement Long suspension
<u>Disruption or Disorderly Conduct</u>	Minor or first time (Keeping others from their activities) Major or repeated (Yelling in class, prolonged interruption)	Informal talk Parent involvement	Short suspension Long suspension
<u>AGAINST PROPERTY:</u>			
<u>Vandalism</u>	Minor or first time Major or repeated	Parent involvement Disciplinary re- assignment	Short suspension Expulsion
<u>Arson</u>	Minor or first time Major or repeated	Short suspension Expulsion	Expulsion Expulsion
<u>AGAINST AUTHORITY:</u>			
<u>Defiance</u>	Minor or first time Major or repeated	Informal talk Disciplinary reassignment	Parent involvement Expulsion
<u>Forgery or Lying</u>	Minor or first time Major or repeated	Formal conference	Parent involvement Long suspension