

MORGAN COUNTY BOARD OF EDUCATION

DISCIPLINE PROCEDURES

Descriptor
Code:
JCC

Issued Date:
09/08/98

The following levels of misbehavior and disciplinary procedures and options are designed to protect all members of the educational community in the exercise of their rights and duties.

MISBEHAVIORS: Level I

Minor misbehavior on the part of the student which impedes orderly classroom procedures or interferes with the orderly operation of the school, but which can usually be handled by an individual staff member.

Examples (not an exclusive listing):

- Classroom disturbances
- Classroom tardiness
- Cheating and lying
- Abusive language
- Nondefiant failure to do assignments or carry out directions
- Harassment (Sexual, Racial, Ethnic, Religious)

Disciplinary Procedures:

- Immediate intervention by the staff member
- Determine what offense was committed and its severity
- Determine offender and that he/she understand the nature of the offense
- Employ appropriate disciplinary options
- Record of the offense and disciplinary action maintained by staff member

Disciplinary Options:

- Verbal reprimand
- Special Assignment
- Restricting activities
- Assigning work details
- Counseling
- Withdrawal of privileges
- Issuance of demerits which might affect citizenship or department grades
- Strict supervised study
- Detention
- Corporal punishment
- In-school suspension
- Out-of-school suspension

MISBEHAVIORS: Level II

Misbehavior whose *frequency* or *seriousness* tends to disrupt the learning climate of the school. Included in this level are misbehaviors which do not represent a direct threat to the health and safety of others but

whose educational consequences are serious enough to require corrective action on the part of administrative personnel.

Examples (not an exclusive listing):

Continuation of unmodified Level I behaviors
School or class tardiness
School or class truancy
Use of tobacco in unauthorized areas
Using forged notes or excuses
Disruptive classroom behavior
Harassment (Sexual, Racial, Ethnic, Religious)

Disciplinary Procedures:

Student is referred to principal for appropriate disciplinary action.
Principal meets with student and teacher.
Principal hears accusation made by teacher, permits student the opportunity of explaining his/her conduct, denying it or explaining any mitigating circumstances.
Principal takes appropriate disciplinary action and notifies teacher of action.
Record of offense and disciplinary action maintained by principal.

Disciplinary Options:

Teacher/schedule change
Modified probation
Behavior modification
Social probation
Peer counseling
Referral to outside agency
In-school suspension
Transfer
Detention
Suspension from school-sponsored activities or from riding school bus
Corporal punishment
Restricting school related honors student is otherwise due
Out-of-school suspension not to exceed ten (10) days.

MISBEHAVIORS: Level III

Acts directly against persons or property but whose consequences *do not seriously endanger* the health or safety of others in the school.

Examples (not an exclusive listing):

Continuation of unmodified Level I and II behaviors
Fighting (simple)
Vandalism (minor)
Stealing
Threats to others
Harassment (Sexual, Racial, Ethnic, Religious)

Disciplinary Procedures:

Student is referred to principal for appropriate disciplinary action
Principal meets with student and teacher
Principal hears accusation by accusing party and permits offender the opportunity of explaining conduct
Principal takes appropriate disciplinary action
Principal may refer incident to superintendent and make recommendations for consequences
If student's program is to be changed, adequate notice shall be given to the student and his/her parents of the charges against him, his/her right to appear at a hearing and to be represented by a person of his/her choosing.
Any change in school assignment is appealable to the Board
Record of offense and disciplinary action maintained by principal or superintendent

Disciplinary Options:

In-school suspension
Detention
Corporal punishment
Restitution from loss, damage or stolen property
Out-of-school suspension not to exceed ten (10) days
Social adjustment classes
Transfer
Long term out-of-school suspension

MISBEHAVIORS: Level IV

Acts which result in violence to another's person or property or which *pose a threat* to the safety of others in the school. These acts are so serious that they usually require administrative actions which result in the immediate removal of the student from the school, the intervention of law enforcement authorities and action by the Board.

Examples (not an exclusive listing):

Unmodified Level I, II and III behaviors
Death threat (hit list)
Extortion
Bomb threat
Possession/use/transfer of dangerous weapons*
Assault
Battery*
Vandalism
Theft/possession/sale of stolen property
Arson
Possession of unauthorized substances*
Use/transfer of unauthorized substances
Harassment (Sexual, Racial, Ethnic, Religious)

Disciplinary Procedures:

Principal confers with appropriate staff members and with the student

Principal hears accusation by accusing party and permits offender opportunity of explaining conduct

Parents are notified

Law enforcement officials are contacted

Incident is reported and recommendations made to the superintendent

Complete and accurate reports are submitted to the superintendent

Student is given hearing before disciplinary hearing authority

Disciplinary Options

Out-of-school suspension

Alternative schools

Other hearing authority of Board action which results in appropriate placement

* Suspension for a period of not less than one (1) calendar year subject to modification by the superintendent on a case-by-case basis.

ADDITIONAL GUIDELINES:

1. A student shall not be suspended solely because charges are pending against him/her in juvenile or other court.
2. A principal shall not impose successive short term suspensions that cumulatively exceed ten (10) days for the same offense.
3. A teacher or other school official shall not reduce or authorize the reduction of a student's grade because of discipline problems except in deportment or citizenship.
4. A student shall not be denied the passing of a course or grade promotion solely on the basis of absences except as provided by board policy.
5. A student shall not be denied the passing of a course or grade promotion solely on the basis of failure to:
 - a. Pay any activity fee;
 - b. Pay a library or other school fine; or
 - c. Make restitution for lost or damaged school property.

Legal Reference:

1. 49-6-4001 through 49-6-4105; TCA 49-6-4018

