

Atlantic City Public Schools



**Student
Discipline /
Code of Conduct
Handbook**

**Grades
Pre-K through 8**

Approved September 2023



Atlantic City School District

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Student Discipline / Code of Conduct Handbook Pre-K through Grade 8

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ATLANTIC CITY PUBLIC SCHOOLS



OFFICE OF THE SUPERINTENDENT

Phone: 609-343-7200

Dr. La'Quetta S. Small
Superintendent

September 1, 2023

Dear Atlantic City Public Schools Staff, Parents, Guardians and Students:

We look forward to working collaboratively to ensure our children reach their highest potential. It is the district's commitment to provide a safe, positive learning environment that will engage students and stimulate their thinking. Our schools will make every effort to provide all students with a sense of belonging while helping students develop intellectually, emotionally and socially.

In keeping with that goal, the Atlantic City School District has adopted clear policies and procedures to ensure students and staff can thrive in a safe and secure learning environment. We expect all schools to be places where students and staff can flourish and feel welcome. It is our priority to promote mutual respect for everyone.

Our discipline code ensures that appropriate actions and consequences are defined. I encourage all students, parents and guardians to familiarize yourselves with the responsibilities and expectations of our school district. By working together, we can continue to keep schools among the safest places to learn and grow.

Thank you for your continued support!

A handwritten signature in blue ink that reads "Dr. La'Quetta S. Small". The signature is written in a cursive, flowing style.

Dr. La'Quetta S. Small
Superintendent of Schools



Atlantic City Public Schools

Mission and Vision Statements

Mission:

Atlantic City Public Schools and members of the community believe in the development of the whole child. Together we are committed to providing a nurturing, safe and stimulating environment for all students to continuously learn and grow.



Vision:

All students will be actively engaged and supported as they learn and grow on the journey to become independent, lifelong learners equipped for the 21st Century.



Collective Commitments:

- **We will provide a challenging and developmentally appropriate curriculum which addresses individual student needs, focuses on academic growth and is based on current research and best practices.**
- **We will align our assessments to targeted goals that are monitored through data analysis of student growth, interventions and enrichment.**
- **We will provide a supportive, collaborative environment that celebrates and nurtures student success.**
- **We will work collaboratively to ensure that rigorous standards-based instruction, intervention and enrichment is available to all students.**
- **We will commit to involving and communicating with all stake holders in fostering a partnership to share resources and provide services.**



ATLANTIC CITY PUBLIC SCHOOLS - STUDENT CODE OF CONDUCT

Conduct and Discipline (Overview)

The Atlantic City Board of Education believes that an effective instructional program requires an orderly school environment and that the effectiveness of the educational program is, in part, reflected in the behavior of the students. The emphasis on positive behaviors creates an atmosphere of mutual respect and the appreciation of individual differences among staff, students and parents for individuals as well as district and community property.

The Atlantic City Board of Education expects students to conduct themselves, in keeping with their level of maturity, and in such a way as to demonstrate proper regard for the rights and welfare of others. Students are expected to conduct themselves in keeping with the educational purpose underlying all school activities, including the care of school facilities and equipment. The Atlantic City Board of Education believes that the standards of student behavior must be set cooperatively by interaction among students, parents/guardians, staff and community producing an atmosphere that encourages students to grow in self-discipline and character development.

1. The Board of Education shall develop general guidelines for student conduct on school property or while attending school events, trips or contests, and shall direct development of detailed regulations suited to the age level of the students and the physical facilities of the individual schools.
2. The Superintendent of Schools or designee shall provide to students and their parents/guardians the rules of this district regarding student conduct and the sanctions that may be imposed for breach of those rules.
3. All students shall adhere to the rules and regulations established by the Board of Education. Non-compliance will result in disciplinary action.
4. Disciplinary action shall be applied consistently and uniformly with necessary due process in accordance with the regulations of the New Jersey Administrative Code, New Jersey Statutes and Board policies and regulations. Staff shall comply with the New Jersey Administrative Code, New Jersey Statutes and Board policies and regulations when dealing with discipline and/or suspension of classified students.
5. Certain infractions shall be reported to the local law enforcement agency in accordance with the District's Memorandum of Agreement which is on file with the Coordinator of Public Safety. Student/Staff confidentiality shall be protected in accordance with federal and state law.

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Responsibilities – Students, Parents/Guardians and District Staff Members

Students are expected to:

- Know and exercise positive modes of behavior and good manners.
- Accept the responsibility for their actions and the consequences of inappropriate behavior as outlined in the code of conduct.
- Respect the rights of others, including the right to secure an education in an environment that is orderly and disciplined.
- Adhere to all policies and procedures of the School District.

Parents/Guardians are expected to:

- Model positive modes of behavior and good manners.
- Insist on his/her child's punctual and regular school attendance.
- Exercise respect and civility in all interactions with staff, students, and members of the community.
- Explain and discuss the code of conduct with his/her child.
- Reinforce student compliance with the code of conduct.
- Provide emotional, social, and academic support in the student's school life.
- Adhere to all policies and procedures of the school district.

District Staff Members are expected to:

- Model positive modes of behavior and good manners.
- Exercise respect and civility in all interactions with staff, students, and members of the community.
- Maintain a positive learning environment during the school day.
- Explain and discuss acceptable and unacceptable modes of behavior with students and parents/guardians.
- Foster an emphasis on positive behaviors creating an atmosphere of mutual respect and the appreciation of individual differences among staff, students and parents for individuals as well as for district and community property.
- Inform and enforce the discipline structure with students.
- Be consistent in enforcing the discipline structure throughout the school.
- Comply with requirements of New Jersey Administrative Code and District policies and procedures.

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Student Guidelines

In order to help ensure a respectful, responsible learning environment, it is expected that a student shall:

- Be on time and attend every class every day. [See Policy 5200, Attendance (M)]
- Attain satisfactory academic achievement consistent with the student's ability and complete all homework and other assignments.
- Assume personal responsibility for acting with respect and civility and shall not contribute to any infraction which may be observed. Harassment, Intimidation and Bullying in all its forms, is unacceptable. [Policy 5512 (M)]
- Exhibit ethical behavior as it applies to tests, assignments and other work for which the student is responsible.
- Abide by school rules that have been developed to assure the safety of all those in the school community.
- Communicate with peers and those in authority with respect and consideration, and assume responsibility for one's own behavior and speech.
- Accept disciplinary consequences with dignity and a resolve to improve one's performance and conduct.
- Comply with Board Policies governing appropriate dress and the proper use of electronic devices.
- Understand and comply with school requirements in relation to bus conduct and appropriate conduct at all school-sponsored activities.
- Respect school property and help to keep it free from damage.
- Refrain from the use of non-prescription drugs at school and at all school-sponsored activities unless necessary for the health and safety of the student in accordance with District policy and procedural requirements, including written authorization provided by the parent/guardian to the school nurse. Students are not permitted to self-administer medication except in certain limited life-threatening conditions. [See Policy 5330, Administration of Medication (M)]
- Refrain from using and/or possessing alcohol, controlled dangerous substances, or other illegal substances at school, on school property or school buses, and at all school sponsored activities.

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Student Rights

Students subject to the consequences of the Student Discipline/Code of Conduct Policy and Regulation shall be informed of their rights, pursuant to N.J.A.C. 6A:16-7.1(c)3.i. through vii., that include:

1. Advance notice of behaviors that will result in suspension or expulsion. These behaviors are listed under the Discipline Categories section of this Code.
2. Education that supports students' development into productive citizens.
3. Attendance in safe and secure school environments.
4. Notification to their parents/guardians consistent with procedures established by the District for instances of law enforcement agency interviews involving their children, for short-term and long-term suspensions or expulsions, and for attendance-related issues and consequences.
5. The due process procedures established by the District for review of conduct which may result in the imposition of short-term suspensions, long-term suspensions, or expulsions. Those procedures are set forth below in this Code of Conduct.
6. Appeal disciplinary determinations of District officials or the Board of Education to the New Jersey Commissioner of Education and, where applicable, to pursue the due process rights established in N.J.A.C. 6A:14 for students classified as eligible for special education.
7. Protections pursuant to 20 U.S.C. § 1232g and 34 CFR Part 99, Family Educational Rights and Privacy Act; 20 U.S.C. § 1232h and 34 CFR Part 98, Protection of Pupil Rights Amendment; N.J.A.C. 6A:32-7, Student Records; 45 CFR § 160, Health Insurance Portability and Accountability Act; 20 U.S.C. § 6301, Title IV(A)IV § 4155 of the Elementary and Secondary Education Act as reauthorized under the No Child Left Behind Act; 42 CFR Part 2, Confidentiality of Alcohol and Drug Abuse Patient Records; N.J.S.A. 18A:40A-7.1, School-based drug and alcohol abuse counseling; information from participants; disclosure; N.J.A.C. 6A:16-3.2, Confidentiality of student alcohol and other drug information; N.J.S.A. 18A:36-19, Creation; Pupil Records: Maintenance and Retention, Security and Access; Regulations; Non-Liability; N.J.A.C. 6A:14-2.9, N.J.A.C. 6A:32 Student Records; as well as other existing Federal and State laws pertaining to student protections.

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Comprehensive Behavioral Support

The Atlantic City School District provides the following comprehensive behavioral supports that promote positive student development and the students' abilities to fulfill the behavioral expectations established by the Board of Education. These behavioral supports may include, but are not limited to, the following:

1. Positive Reinforcement for Good Conduct and Academic Success

A student will be provided positive reinforcement for good conduct and academic success which may include, but are not limited to:

- a. Honor Roll recognition
- b. Perfect Attendance recognition
- c. Showcase high academic achievement

2. Supportive Interventions and Referral Services

A student may be referred to the school's Intervention and Referral Services Team in accordance with the provisions of N.J.A.C. 6A:16-8.1 and 8.2 and Policy and Regulation 2417.

3. Remediation of Problem Behavior

The following actions may be taken to remediate problem behavior. These actions will take into account the behavior's nature, the students' developmental ages, and the students' histories of problem behaviors and performance.

a. Restitution and Restoration

- (1) A student may be required to make restitution for any loss resulting from the student's conduct; or
- (2) A student may be required, at the discretion of the school district and when appropriate, to restore to its former condition any damaged or defaced property resulting from the student's conduct.

b. Counseling

- (1) A student may be required to consult with school guidance counselors or Child Study Team members, or other appropriate staff members.
- (2) The counselor will explain why the student's conduct is unacceptable to the school and damaging to the student, what the

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consequences of continued misconduct are likely to be, and appropriate alternative behaviors.

- (3) The counselor may refer the student, as appropriate, for additional counseling, evaluation, intervention, treatment, or therapy. Referrals may be made to the Child Study Team, the school's Intervention and Referral Services Team, a public or private social agency, a legal agency, or any other referral service that may assist the student.

c. Parent Conferences

- (1) Students may be required to attend a meeting with their parent and appropriate school staff members to discuss the causes of the student's behavior, possible remediation, potential disciplinary measures, and alternative conduct.

d. Alternate Educational Program

- (1) Students may be assigned to an alternate educational program as recommended by the student's guidance counselor, classroom teacher, Child Study Team, and/or other school staff member.

4. Students with Disabilities

For students with disabilities, the remedial measures and behavioral interventions and supports shall be determined and provided pursuant to N.J.A.C. 6A:14.

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Administrative Procedure: Special Education - Discipline for Students with Disabilities

These procedures relate to the Policies and Regulations listed in Policy 5610: Suspension (M), Regulation 5600: Student Discipline / Code of Conduct (M) and Policy 2460: Special Education (M).

1. All students with disabilities are subject to the same discipline procedures as the general student population, unless otherwise exempted or modified within the child's Individualized Education Program (IEP), with the exception of preschool children, who are not to be suspended under any circumstances.
2. There is no applicability of an IEP modification or exemption in situations that involve the possession or use of a weapon, the possession or use of an illegal drug, or the inflicting serious bodily injury to others.
3. Students with disabilities may be suspended/removed from their educational placement for up to 10 days within a school year under the same rules that apply to all students, according to the district's code of conduct.
4. Whenever a school official suspends/removes a student with a disability under the discipline policy, he/she must notify the case manager and the parent in writing of the removal, provide a reason, and specify the number of days.
5. For all discipline situations involving students with disabilities, in which there has been a 10-day removal, with the exception of situations as defined in #2. above, a meeting must be convened quickly to include the parent, the student as appropriate, and all other relevant members of the IEP team to review the student's file including the IEP, any observations by teachers, and consider information provided by the parents, in order to make a determination known as "manifestation determination" (MD) as defined below.
 - a. Manifestation determination is a review of the relationship between the student's disability and the conduct/behavior subject to disciplinary action.
 - b. The IEP team must answer two key questions:
 - i. Whether the conduct was caused by, or had a direct and substantial relationship to the child's disability;
 - ii. Whether the conduct was a direct result of the district's failure to implement the student's IEP.
 - c. If the manifestation determination meeting results in a conclusion that the Student's conduct does not constitute a manifestation of his/her disability nor resulted from the district's failure to implement the IEP, the student may be further disciplined under the same rules that apply to all students, according to the district's code of conduct. However, educational services must be provided to ensure IEP implementation.
 - d. If the manifestation determination meeting results in a conclusion that the student's conduct does constitute a manifestation of his/her disability or that it resulted from the district's failure to implement the IEP, the district may not further suspend/remove the student, and must take further steps as follows:

- i. Review, the student's current Behavior Intervention Plan (BIP), if there is one, and modify it as necessary; if there is no plan in place, conduct a Functional Behavior Assessment (FBA);
 - ii. Consider a change in the student's program to address the persistent behavior issues and modify the IEP accordingly;
 - iii. Unless the parent and the IEP team agree to change the student's placement, return the student to the placement which was in effect prior to the manifestation determination meeting.
6. For situations that involve a student's possession or use of a weapon, the possession or use of an illegal drug, or the inflicting of serious bodily injury to others, a school official may remove the student for 45 calendar days to an Interim Alternative Education Setting (IAES). This authority is held by the district regardless of whether or not the manifestation determination resulted in a conclusion that the student's conduct was caused by, or had a direct and substantial relationship to the child's disability.
 - a. The IEP team will make the choice of placement for the 45-day removal, and will ensure that the placement chosen will enable the student to progress appropriately in a general curriculum, and provide sufficient services to enable the student to advance appropriately toward achieving his/her IEP goals.
7. All decisions made via the processes outlined above, including the decision resulting from a manifestation determination meeting, and the decision to remove a student to a 45-day interim alternative education setting may be appealed by parents, as outlined in the procedural safeguards statement provided to the parents when a child has been suspended/removed for a total of 10 days in a school year.
8. The district Board of Education may file an appeal in response to a parent's formal objection to its disciplinary action, when it has determined that keeping a student in the current placement rather than removing him/her to an interim alternative education setting is substantially likely to cause injury to himself/herself or others.

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Behaviors That May Result in Suspension or Expulsion

In accordance with the provisions of N.J.S.A. 18A:37-2, any student who is guilty of continued and willful disobedience, open defiance of the authority of any teacher or person having authority over the student, the habitual use of profanity or of obscene language, or who shall cut, deface or otherwise injure any school property, shall be liable to punishment and to suspension or expulsion from school.

Conduct which shall constitute good cause for suspension or expulsion of a student guilty of such conduct shall include, but not be limited to, any of the following:

1. Continued and willful disobedience;
2. Open defiance of the authority of any teacher or person, having authority over the student;
3. Conduct of such character as to constitute a continuing danger to the physical well-being of other students;
4. Physical assault upon another student;
5. Taking, or attempting to take, personal property or money from another student, or from the student's presence, by means of force or fear;
6. Willfully causing, or attempting to cause, substantial damage to school property;
7. Participation in an unauthorized occupancy by any group of students or others of any part of any school or other building owned by any school district, and failure to leave such school or other facility promptly after having been directed to do so by the Principal or other person then in charge of such building or facility;
8. Incitement which is intended to and does result in unauthorized occupation by any group of students or others of any part of a school or other facility owned by any school district;
9. Incitement which is intended to and does result in truancy by other students;
10. Knowing possession or knowing consumption without legal authority of alcoholic beverages or controlled dangerous substances on school premises, or being under the influence of intoxicating liquor or controlled dangerous substances while on school premises; and

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11. Harassment, intimidation, or bullying.

Students shall also be suspended from school for assault upon a school staff member in accordance with the provisions of N.J.S.A. 18A:37-2.1 and 2.2.

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School Responses to Violations of Behavioral Expectations: Description of School Responses

School responses to violations of behavioral expectations are listed below:

1. Admonishment / Reprimand

- a. A school staff member in authority may admonish or reprimand a student's unacceptable conduct and warn the student that additional misconduct may warrant a more severe penalty.

2. Temporary Removal from Classroom

- a. The classroom teacher may direct the student report to the office of the administrator in charge of student discipline.
- b. The teacher will complete a form that indicates the student's name and the conduct that has caused the student's removal from the teacher's room.
- c. The administrator in charge of discipline will interview the student and determine which, if any, additional consequences shall be imposed.

3. Meeting with School Administration and Parent (Parent Conference)

- a. The student's parent may be required to attend a meeting with the Principal or designee and the student to discuss the student's conduct and to ensure the parent and the student understand school rules and expectations.

4. Deprivation of Privileges

- a. Students may be deprived privileges as disciplinary sanctions when designed to maintain the order and integrity of the school environment. These privileges may include, but are not limited to:
 - (1) Moving freely about the school building;
 - (2) Participation in co-curricular or inter/intra-scholastic activities;
 - (3) Attendance at a school-related social or sports activity;
 - (4) Participation in a graduation ceremony;
 - (5) Transportation to and from school on a school bus; or

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- (6) Any other privilege the Building Principal or designee determines may be appropriate and consistent with Policy and Regulation 5600 and N.J.A.C. 6A:16-7.1 et seq.

5. Detention

- a. A student may be required to report before or after the school day to detention. This detention may be assigned by the teacher or the Principal or designee.
- b. Transportation to detention before school or from detention after school will be the responsibility of the parent.
- c. A student may be excused from detention only for an unavoidable commitment previously made; any such excused detention must be made up on another day.

6. Grade Adjustment

- a. A student who has cheated on a test or assignment, plagiarized material, falsified sources, refused to submit assignments, or otherwise indulged in academic dishonesty or negligence may suffer a reduced grade by virtue of the disqualified work. In no other instance may a student's grade be lowered as a direct penalty for misconduct.

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School Responses to Violations of Behavioral Expectations: Administrative Procedure - Suspensions, Hearings, Expulsions and Special Circumstances

A. Suspensions

The building principal is the only school official who may suspend a student. The building principal may delegate to an assistant, who holds the appropriate certificate and endorsement, authority to implement and administer procedures that lead to suspension. The building principal, however, must assume full responsibility for ensuring that due process is afforded to a student in each case.

The term “suspension” shall include in-school suspensions, short-term suspensions and long-term suspensions. A short-term suspension is defined as an out-of-school suspension for a period not to exceed ten (10) consecutive school days and may be imposed by the building principal. A long-term suspension is defined as an out of school suspension in excess of ten (10) consecutive school days. Parents or guardians are to be informed immediately of all suspensions.

It is anticipated that, in the absence of specific, egregious violations, lesser penalties shall be imposed upon a student who violates school rules, District policies or the Student Code of Conduct. Principals shall conduct conferences with students, parents, teachers, and pupil services staff as part of their responsibility for attempting to resolve problems involved in student discipline.

Grades cannot be lowered as a disciplinary sanction or because of work missed while the student was suspended. The student must be given the opportunity to make up the work missed because of an out of school suspension. However, a student may be denied credit for a course where the student is excluded from class for disciplinary reasons, has cut classes, had excessive absences or otherwise does not meet the requirements for course credit.

Before any suspension is imposed, the building principal must determine whether the student is classified or *recently* has been, or should be, referred to the Child Study Team for evaluation. If the incident involves such a student, the procedures set forth in the District’s related policies and regulations and New Jersey statute 18A: and Administrative Code 6A: shall be followed.

The building principal or designee must document his/her investigation of the incident giving rise to the discipline, including the names of any witnesses, reports and/or copies of any statements made by any student/staff, any student admission(s), any involvement of law enforcement officers, and all steps taken during the investigation.

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If the student is a general education student, the building principal shall provide the student with either oral or written notice of the charges as soon as practicable and immediately hold an informal hearing with the student, i.e., the student shall be given an explanation of the evidence of the violation and be given the opportunity to explain the situation. The building principal shall then determine, on the basis of the incident itself, or in conjunction with the student's past disciplinary history, whether an in-school, short term or long-term suspension is warranted.

If the student's continued presence in school poses a continuing danger to District property, staff or students, or threatens to interrupt the educational process, the building principal may suspend the student immediately and have the student removed from District property. In such an event, the informal hearing shall be held as soon as practicable, but in no case more than *two* days after the initial suspension. All students being removed from District property shall be supervised while waiting for their parent or the proper authorities to arrive at school to remove the student.

If at any time during the course of a student's suspension, a parent requests, or District staff determines that an evaluation by the Child Study Team is warranted, the building principal shall notify the Director of Student Services and Special Education, who shall arrange for the expedited evaluation of the student.

In the event a student is to be suspended for more than five (5) days, the building principal shall arrange to provide home or out-of-school instruction for that student consistent with the requirements of applicable New Jersey regulations. The student's absence shall be marked as excused and the student is responsible for making up all work missed during the time of suspension.

B. In-School Suspension (ISS)

In-School Suspension (ISS) is used for very serious infractions of school policies and procedures which do not require immediate removal from school. A student who is "suspended" from his/her regular schedule will be assigned to a self-contained classroom monitored by a certified staff member. Students given ISS will not receive a zero (0) in each class missed nor will they be prevented from completing tests or other work missed. All make-up work, however, is the responsibility of the suspended student. Students will be provided work by their classroom teacher to complete during the suspension period.

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C. Out-of-School Suspension (OSS) / Short-Term Suspension (N.J.A.C. 6A:16-7.2)

If, after the informal hearing, the building principal determines that a short-term suspension is appropriate, written notice shall be provided to the parent/guardian, or the student if he/she is over the age of eighteen (18), which shall state that the student has been suspended, the reason(s) for and terms of the suspension, the length of the suspension and the student's/parents' right to appeal the suspension in accordance with law. The letter shall provide notice that further engagement by the student in conduct warranting suspension or expulsion shall amount to a knowing and voluntary waiver of his/her right to a free public education.

The building principal shall immediately inform the Superintendent of Schools of any student suspension. The Superintendent of Schools shall report the suspension to the Board at its next regularly scheduled meeting.

D. Out-of-School Suspension (OSS) / Long-Term Suspension (N.J.A.C. 6A:16-7.3)

If, after the informal hearing, the building principal determines that a long-term suspension is warranted, written notice to the parent/guardian, or the student if over the age of eighteen (18), shall be provided immediately after the informal hearing, which shall state that the student has been suspended, the reason(s) for and terms of the suspension, the length of the initial suspension (which shall not exceed thirty (30) days) and notification of the student's right to a formal hearing before the Board of Education. The letter shall provide notice that further engagement by the student in conduct warranting suspension or expulsion shall amount to a knowing and voluntary waiver to his/her right to a free public education.

The building principal shall arrange to provide home or out-of-school instruction for the student consistent with the requirements of New Jersey regulations. The student's absence shall be marked as excused and the student is responsible for making up all work missed during the time of suspension.

The building principal shall immediately transmit a copy of the written notice(s), a copy of any incident reports, witness statements, and a copy of the student's file, including the disciplinary file, to the Superintendent with the building principal's recommendation relative to the length of the suspension. The Superintendent shall transmit these materials to the Board Solicitor and schedule the formal hearing to be held no later than thirty (30) days from the date of the initial suspension.

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In no event shall a student suspension continue past the second regular meeting of the Board, after the date of suspension, unless it is continued by action of the Board.

If at any time, it is found that the student did not commit the violation/offense, the student shall be immediately returned to the general education program.

E. Board-Level Hearings (N.J.S.A. 18A:37-2.4), Policy 5610 – Suspension (M)

The Board of Education shall cause the appropriate notice scheduling the formal hearing to be sent to the student and/or the student's parent/guardian. In addition to providing all necessary due process notifications, the notice may provide for the exercise of an option to waive the student's right to the hearing or to request a postponement of the hearing. The student's suspension may be continued beyond thirty days by agreement of the parent/guardian or adult student. The Board shall request from the parent(s)/guardian(s) and student written acknowledgement of the notification provided.

For a student with a disability, there shall be a manifestation determination pursuant to N.J.S.A. 18A:37-2 and N.J.A.C. 6A:16-7.4.

The formal hearing shall be held at the time and place specified in the notice unless otherwise agreed between the Board and the parent/adult pupil and/or the pupil's representative. The student has the right to be represented by counsel at the hearing. The Board shall determine whether any further suspension/action is warranted based upon the preponderance of the competent and credible evidence presented at the hearing.

The Board shall notify the parents in writing of its decision within five (5) days of the hearing. If the Board determines that no further action is warranted, the student shall be immediately returned to the general education program following the determination.

a. Informal Hearing - Prior to a suspension, an informal hearing during which the student is given the opportunity to present his or her version of events leading to the short-term or long-term suspension, and is provided notice of the school district's action taken pursuant to N.J.A.C. 6a:16-7.1(c) 2 and 5.

- (1) The informal hearing shall be conducted by a school administrator or his or her designee;
- (2) The informal hearing shall take place even when a school staff member has witnessed conduct forming the basis of the charge;

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- (3) The informal hearing and the notice given may take place at the same time.
- b. Formal Hearing - A formal hearing before the district Board of Education that shall at a minimum:
- (1) Be conducted by the district Board of Education or delegated by the board to a board committee, a school administrator, or an impartial hearing officer for the purpose of determining facts or making recommendations.
 - (2) Before taking final action, the district Board of Education as a whole shall receive and consider either a transcript or detailed report on the hearing;
 - (a) Include the opportunity for the student to:
 - Confront and cross-examine witnesses if there is a question of fact; and
 - Present his or her own defense, and produce oral testimony or written supporting affidavits;
 - (b) Take place no later than 30 calendar days following the day the student is suspended from the general education program; and
 - (c) Result in the district Board of Education's decision that shall be based, at a minimum, on the preponderance of competent and credible evidence.

F. Expulsion

A recommendation for the expulsion of a student will be made in strict compliance with the law and District Policy and Regulation and only when all other means of discipline have been exhausted, or if the nature of a single act presents a clear danger to others such that immediate, definitive action is required.

The student and, if applicable, the parent/guardian shall be afforded all due process rights set forth in Sections D & E above.

The District must continue to provide an appropriate educational program and/or educational services that are comparable to those provided by the District for students in the same grade, until final action is taken by the Board,

ATLANTIC CITY PUBLIC SCHOOLS - STUDENT CODE OF CONDUCT

or in the event of an appeal of the Board's decision, the final decision of the Commissioner of Education.

G. Special Circumstances

Certain behaviors and actions warrant special disciplinary procedures.

1. Classified Students

Before making any formal recommendation for suspension of a student who has been classified or who has been referred to the Child Study Team for evaluation within the current academic year, the building principal must determine whether the student has been suspended for 10 consecutive or cumulative school days during the current school year. The building principal, in consultation with the CST case manager, shall determine whether a series of short-term suspensions constitutes a change of placement sufficient to meet the "10 day" period before any formal recommendation of suspension is made to the Superintendent. **See Administrative Procedure for the procedures which must be followed with respect to discipline of students with disabilities.**

2. Firearms / Weapons / Dangerous Instruments and Assault

If a student is found or observed to be in possession of a firearm, weapon, deadly weapon or dangerous instrument, or assaults any individual, the building principal shall immediately contact local law enforcement personnel and the Coordinator of Public Safety and follow Administrative Procedure.

3. Drug Possession

If a student is found to be in possession of an illegal drug, the building principal shall immediately contact the Coordinator of Public Safety and follow Administrative Procedure: Substance Abuse and Administrative Procedure: Discipline: Alcohol and Drug Possession.

4. Homicidal / Suicidal Threats

If a student makes a homicidal or suicidal threat, the building principal shall immediately contact the Superintendent of Schools and the Coordinator of Public Safety and follow Administrative Procedure.

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H. Suspension Exception - Pre-Kindergarten through Grade 2

A student in Kindergarten through Grade 2 shall not receive an out-of-school suspension, except when the suspension is based on conduct that is of a violent or sexual nature that endangers others.

Related Policies and Regulations:

Policy and Regulation 2460: Special Education (M)

Policy and Regulation 5530: Substance Abuse (M)

Policy 5610: Suspension (M)

Regulation 5610: Suspension Procedures (M)

Policy and Regulation 5611: Removal of Students for Firearms Offenses (M)

Policy 5620: Expulsion (M)

Regulation 5620: Expulsion Procedures

ATLANTIC CITY PUBLIC SCHOOLS - STUDENT CODE OF CONDUCT

School Responses to Violations of Behavioral Expectations: School Bus Conduct

Violations of the rules regarding student conduct on school buses will be handled as follows:

1. The bus driver will report unacceptable conduct to the Principal of the school in which the student is enrolled by submission of a completed written report that includes the name of the student, the school, and the student's conduct.
2. The Principal or designee will investigate the matter, which may include meeting with the bus driver, bus aide, other students on the school bus, and the student who was reported by the bus driver.
3. The parent will be notified of the student's reported conduct.
4. The Principal or designee will make a determination if the student violated behavioral expectations and the discipline to be administered in accordance with the Code of Student Conduct.
5. If it is determined the misconduct is severe, the student may be suspended from the bus pending a conference with the parent.

STUDENT DISCIPLINE CODE OF CONDUCT

Grades Pre-K through 2

Dr. La'Quetta S. Small, Superintendent of Schools
Dr. LaKecia Hyman, Assistant Superintendent of Schools
Atiba Rose, Assistant Superintendent of Curriculum & Instruction
Diane M. Saunders, Director of Human Resources

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*Code of
Conduct*



Approved September 2023



ATLANTIC CITY PUBLIC SCHOOLS

We All Learn Together!

Discipline Categories

ATLANTIC CITY PUBLIC SCHOOL'S CHART OF STUDENT DISCIPLINE / CODE OF CONDUCT

Below is the Atlantic City Public School's Chart of Student Discipline listing the District's responses to violations of behavioral expectations. Discipline guidelines are classified in two separate categories: **Infractions and Unlawful Acts**. These behavioral expectations and school responses include, but are not limited to:

All Board of Education policies can be found on the district website (www.acboe.org).

Grades Pre-K through 2			
<u>INFRACTIONS</u>			
<p>Infractions primarily refer to those circumstances whereby students fail to comply with school rules or policies that do not fall within the scope of an unlawful act.</p> <p><u>Note: In accordance with the provisions of N.J.S.A. 18A:37-2a:</u></p> <p>a.) Students in Kindergarten through Grade 2 shall not receive an out-of-school suspension, except when the suspension is based on conduct that is of a violent or sexual nature that endangers others.</p> <p>b.) Students in Preschool shall not receive an out-of-school suspension except as provided pursuant to the "Zero Tolerance for Guns Act," N.J.S.A. 18A:37-7 et seq. and District Policy 5610 - Suspension (M).</p>			
OFFENSE	FIRST OFFENSE ACTION	SECOND OFFENSE ACTION	THIRD AND SUBSEQUENT ACTION
Cheating/Plagiarism	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Verbal warning <input type="checkbox"/> Written warning	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Detention	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Detention
Open defiance / Continued willful disobedience or refusal to comply	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Verbal warning <input type="checkbox"/> Written warning <input type="checkbox"/> Behavior Modification Plan	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Behavior Modification Plan <input type="checkbox"/> Administrative warning <input type="checkbox"/> Detention	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Informal Hearing <input type="checkbox"/> ISS
Disruptive behavior in class, hall, etc.	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Verbal warning <input type="checkbox"/> Written warning	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Detention <input type="checkbox"/> Administrative warning <input type="checkbox"/> Behavior Modification Plan	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Administrative detention <input type="checkbox"/> ISS
Improper dress / Out of dress code	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Change clothes	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Change clothes <input type="checkbox"/> Administrative warning	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Change clothes <input type="checkbox"/> Informal Hearing



Tardiness to class or school	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Verbal warning <input type="checkbox"/> Written warning	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Written warning <input type="checkbox"/> Behavior Modification Plan <input type="checkbox"/> Teacher detention	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Administrative discretion
Truancy	<input type="checkbox"/> Parent/Guardian notification	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Administrative discretion	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Administrative discretion
Habitual use of profanity and/or inappropriate language against staff members or other individuals (i.e.-obscene, offensive, degrading or insulting)	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Verbal warning <input type="checkbox"/> Written warning	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Detention <input type="checkbox"/> Behavior Modification Plan	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Administrative detention
Use or display of a cell phone or similar device	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Confiscation of device <input type="checkbox"/> Parent/Guardian pick-up	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Confiscation of device <input type="checkbox"/> Parent/Guardian pick-up	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Confiscation of device <input type="checkbox"/> Parent/Guardian pick-up <input type="checkbox"/> Administrative discretion
Tampering with computer(s), devices or violation of Acceptable Use Policy (Policy # 2361) <small>Discipline based on the degree of damage and severity of incident</small>	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Verbal warning <input type="checkbox"/> Written warning <input type="checkbox"/> Detention <input type="checkbox"/> Administrative discretion	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Detention <input type="checkbox"/> Administrative discretion	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Detention <input type="checkbox"/> Administrative discretion <input type="checkbox"/> Informal Hearing
Use of tobacco products by any student 17 years of age and under (i.e.-smoking, vaping, or chewing) (Policy 5533)	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Disciplinary referral <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Send to School Nurse <input type="checkbox"/> Administrative discretion	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Disciplinary referral <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Send to School Nurse <input type="checkbox"/> Administrative discretion	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Disciplinary referral <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Send to School Nurse <input type="checkbox"/> Administrative discretion
Failure to report to fire drill and/or return to class	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Verbal warning <input type="checkbox"/> Written warning	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Disciplinary referral <input type="checkbox"/> Administrative discretion	<input type="checkbox"/> Parent/guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Disciplinary referral <input type="checkbox"/> Administrative discretion <input type="checkbox"/> ISS
Student trespassing from other school(s), in school or on school grounds while on OSS or pending Parent/Guardian conference	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Notify Police Liaison and District Coordinator of Public Safety <input type="checkbox"/> Possibly charged with criminal trespassing <input type="checkbox"/> Warning, notice to other school <input type="checkbox"/> Administrative discretion	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Disciplinary referral <input type="checkbox"/> Notify Police Liaison and District Coordinator of Public Safety <input type="checkbox"/> Possibly charged with criminal trespassing <input type="checkbox"/> Warning, notice to other school <input type="checkbox"/> Possible additional suspension <input type="checkbox"/> Informal and/or Formal Hearing	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Disciplinary referral <input type="checkbox"/> Notify Police Liaison and District Coordinator of Public Safety <input type="checkbox"/> Charged with criminal trespassing <input type="checkbox"/> Warning, notice to other school <input type="checkbox"/> Possible additional suspension <input type="checkbox"/> Informal and/or Formal Hearing



<p>Use of racial/ethnic or any other derogatory slur, harassment</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Verbal/written warning <input type="checkbox"/> HIB referral <input type="checkbox"/> Disciplinary referral <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Administrative discretion 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guidance notification <input type="checkbox"/> Parent/Guidance conference <input type="checkbox"/> HIB referral <input type="checkbox"/> Disciplinary referral <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Administrative discretion 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> HIB referral <input type="checkbox"/> Disciplinary referral <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Administrative discretion
<p>Excessive unexcused absences from school</p>	<ul style="list-style-type: none"> <input type="checkbox"/> District truancy procedures will be followed 		
<p>Failure to report to detention</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Additional detention 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Additional detention 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Disciplinary referral <input type="checkbox"/> Administrative discretion
<p>Failure to report to In-School Suspension</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Verbal warning <input type="checkbox"/> Written warning <input type="checkbox"/> Must fulfill ISS required days 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Behavior Modification Plan <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Must fulfill ISS required days <input type="checkbox"/> Administrative discretion 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Must fulfill ISS required days <input type="checkbox"/> Administrative discretion <input type="checkbox"/> Informal Hearing
<p>Leaving school or class without permission</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Possibly contact Coordinator of Public Safety <input type="checkbox"/> Incident Report for leaving school grounds <input type="checkbox"/> Verbal warning <input type="checkbox"/> Written warning 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Behavior Modification Plan <input type="checkbox"/> Incident Report for leaving school grounds <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Administrative discretion 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Behavior Modification Plan <input type="checkbox"/> Incident Report for leaving school grounds <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Administrative discretion <input type="checkbox"/> Informal Hearing <input type="checkbox"/> Possible ISS (1-3 days)
<p>Fighting between students (verbal and physical)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian Conference <input type="checkbox"/> Verbal warning <input type="checkbox"/> Written warning <input type="checkbox"/> Disciplinary referral <input type="checkbox"/> Administrative discretion 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Behavioral Modification Plan <input type="checkbox"/> Disciplinary referral <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Administrative discretion <input type="checkbox"/> HIB referral 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Behavioral Modification Plan <input type="checkbox"/> Disciplinary referral <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Administrative discretion <input type="checkbox"/> HIB referral
<p>Refusal to complete classwork, incomplete assignments, tests, quizzes or homework</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Verbal warning <input type="checkbox"/> Written warning <input type="checkbox"/> Detention <input type="checkbox"/> Make up assignments to receive partial credit <input type="checkbox"/> Behavior Modification Plan 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Behavior Modification Plan <input type="checkbox"/> Disciplinary referral <input type="checkbox"/> Make up assignments to receive partial credit <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Detention <input type="checkbox"/> Possible ISS <input type="checkbox"/> Administrative discretion 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Disciplinary referral <input type="checkbox"/> Informal Hearing <input type="checkbox"/> ISS <input type="checkbox"/> Make up assignments to receive partial credit <input type="checkbox"/> Possible referral to I&RS and/or CST



(continued)			<input type="checkbox"/> Possible notification to Parent/Guardian of danger of failing subject for the marking period <input type="checkbox"/> Administrative discretion
Misconduct and/or violation of rules on the school bus, bus stop or transportation	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Bus Driver to report the offense in writing <input type="checkbox"/> Verbal warning <input type="checkbox"/> Written warning <input type="checkbox"/> Administrative discretion	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Bus Driver to report the offense in writing <input type="checkbox"/> Notify Transportation Dept. <input type="checkbox"/> Notify Coordinator of Public Safety <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Possible suspension from transportation for (1-5) days; Parent/Guardian must provide transportation during suspension period <input type="checkbox"/> Administrative discretion	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Informal and/or Formal Hearing <input type="checkbox"/> Bus Driver to report the offense in writing <input type="checkbox"/> Notify Coordinator of Public Safety <input type="checkbox"/> Notify Transportation Dept. <input type="checkbox"/> Referral to family services <input type="checkbox"/> Student suspended from bus from (1) week to one full marking period; Parent/Guardian must provide transportation during suspension period <input type="checkbox"/> Administrative discretion
Defacing school property	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Restitution <input type="checkbox"/> Detention	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Restitution <input type="checkbox"/> Detention <input type="checkbox"/> Possible ISS <input type="checkbox"/> Administrative discretion	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Restitution <input type="checkbox"/> ISS <input type="checkbox"/> Administrative discretion <input type="checkbox"/> Informal Hearing
Disregarding a fire drill, lockdown drill, or any mandatory safety drills	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Verbal warning <input type="checkbox"/> Written warning <input type="checkbox"/> Administrative discretion	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Detention <input type="checkbox"/> Possible ISS (1-3 days) <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Administrative discretion	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Informal and/or Formal Hearing <input type="checkbox"/> ISS (up to 5 days) <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Administrative discretion



Grades Pre-K through 2

UNLAWFUL ACTS

Unlawful Acts primarily refer to offenses cited in the New Jersey Criminal Justice Code or the General Provisions that may require Police Intervention, relating to education under the Provisions of Title 18A.

Note: In accordance with the provisions of N.J.S.A. 18A:37-2a:

- a.) Students in **Kindergarten through Grade 2** shall not receive an out-of-school suspension, except when the suspension is based on conduct that is of a violent or sexual nature that endangers others.
- b.) Students in **Preschool** shall not receive an out-of-school suspension except as provided pursuant to the “Zero Tolerance for Guns Act,” N.J.S.A. 18A:37-7 et seq. and District Policy 5610 - Suspension (M).

OFFENSE	FIRST OFFENSE ACTION	SECOND OFFENSE ACTION	THIRD AND SUBSEQUENT ACTION
Destruction and/or defacing school property (vandalism)	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Disciplinary referral <input type="checkbox"/> Possible contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> Detention 1-3 days <input type="checkbox"/> Administrative discretion <input type="checkbox"/> Contact Superintendent's office	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Disciplinary referral <input type="checkbox"/> Possible contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> ISS 1-3 days <input type="checkbox"/> Administrative discretion <input type="checkbox"/> Contact Superintendent's office	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Informal Hearing <input type="checkbox"/> Possible contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> ISS 1-4 days <input type="checkbox"/> Administrative discretion <input type="checkbox"/> Contact Superintendent's office
Creating false public alarms; setting off fire alarms; bomb scares; causing or creating a fire of any sort	<input type="checkbox"/> Mandatory notification to Police Department Juvenile Division and Coordinator of Public Safety <input type="checkbox"/> Security search; Parent/Guardian must pick up student <input type="checkbox"/> Suspension pending Formal and/or Board of Education hearing <input type="checkbox"/> Subject to mandatory security police search <input type="checkbox"/> ISS / OSS <input type="checkbox"/> Possible fine <input type="checkbox"/> Possible placement in alternative setting 18A:37-8 <input type="checkbox"/> Administrative discretion <input type="checkbox"/> Contact Superintendent's office		
Tampering with fire alarms, alarmed doors, fire extinguishers or equipment, hazardous devices, etc.	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Notice to the Fire Inspector <input type="checkbox"/> Complete an Incident Report and forward to the Fire Inspector and the Office of Buildings & Grounds Supervisor <input type="checkbox"/> Possible ISS or OSS <input type="checkbox"/> Possible referral to Child Study Team (CST) and family services (DCP&P) <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Possible fine <input type="checkbox"/> Possible placement in alternative setting <input type="checkbox"/> Administrative discretion <input type="checkbox"/> Contact Superintendent's office	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Notice to the Fire Inspector <input type="checkbox"/> Complete an Incident Report and forward to the Fire Inspector and the Office of Buildings & Grounds Supervisor <input type="checkbox"/> ISS or OSS <input type="checkbox"/> Possible referral to Child Study Team (CST) and family services (DCP&P) <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Possible fine <input type="checkbox"/> Possible placement in alternative setting <input type="checkbox"/> Administrative discretion <input type="checkbox"/> Contact Superintendent's office	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Informal and/or Formal Hearing <input type="checkbox"/> Notice to the Fire Inspector <input type="checkbox"/> Complete an Incident Report and forward to the Fire Inspector and the Office of Buildings & Grounds Supervisor <input type="checkbox"/> ISS or OSS <input type="checkbox"/> Possible referral to Child Study Team (CST) and family services (DCP&P) <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Possible fine <input type="checkbox"/> Possible placement in alternative setting <input type="checkbox"/> Administrative discretion <input type="checkbox"/> Contact Superintendent's office



<p>Possession of controlled dangerous substances (i.e.-selling, intent to sell, transferring or distributing drugs, alcohol, steroids, etc.)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Confiscation of item <input type="checkbox"/> Place in the required lock box <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Possible Informal and/or Formal Hearing <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> Possible ISS or OSS Administrative discretion <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Confiscation of item <input type="checkbox"/> Place in the required lock box <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Possible Informal and/or Formal Hearing <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> Possible ISS or OSS Administrative discretion <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Confiscation of item <input type="checkbox"/> Place in the required lock box <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Possible Informal and/or Formal Hearing <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> Possible ISS or OSS Administrative discretion <input type="checkbox"/> Contact Superintendent's office
<p>Use of alcohol and/or controlled dangerous substances and/or vaping devices (i.e.-drugs, alcohol, steroids, etc.)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Drug testing (must return with doctor's clearance) <input type="checkbox"/> Suspension <input type="checkbox"/> Administrative discretion <input type="checkbox"/> Possibly contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> Possible referral to Guidance <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Drug testing (must return with doctor's clearance) <input type="checkbox"/> Suspension <input type="checkbox"/> Administrative discretion <input type="checkbox"/> Possibly contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> Possible referral to Guidance <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Drug testing (must return with doctor's clearance) <input type="checkbox"/> Suspension <input type="checkbox"/> Administrative discretion <input type="checkbox"/> Possibly contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> Possible referral to Guidance <input type="checkbox"/> Contact Superintendent's office
<p>Using, threatening or inciting the use of physical force against adults (i.e.-staff members, Board members, visitors, etc.)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> HIB Referral <input type="checkbox"/> Disciplinary Referral <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Behavior Modification Plan <input type="checkbox"/> Administrative discretion 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> HIB Referral <input type="checkbox"/> Disciplinary Referral <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Behavior Modification Plan <input type="checkbox"/> Administrative discretion 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> HIB Referral <input type="checkbox"/> Disciplinary Referral <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Administrative discretion <input type="checkbox"/> Informal and/or Formal Hearing
<p>Possession of a firearm/Assault with a weapon (Zero Tolerance)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Immediate removal of student by school Safety Officer <input type="checkbox"/> Confiscate weapon (NEVER DISARM A PUPIL) <input type="checkbox"/> Place weapon in the required lock box <input type="checkbox"/> Immediate Parent/Guardian notification <input type="checkbox"/> Administrative conference with the Parent/Guardian and student <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Contact the Atlantic City Police Department for notification and forfeiture <input type="checkbox"/> Turn all confiscated firearms over to the police upon their arrival <input type="checkbox"/> OSS (up to 10 days) <input type="checkbox"/> Begin administrative home instruction <input type="checkbox"/> Alternative placement and/or expulsion <input type="checkbox"/> Begin expulsion <input type="checkbox"/> Informal and/or Formal Hearing <input type="checkbox"/> Contact Superintendent's office <p>Any student possessing a weapon or firearm must be immediately removed from the school's regular education program and placed in an alternative education school or program, pending a hearing before the district Board of Education.</p> <p>Any student who assaults a student, teacher, administrator, Board member, or other school district employee with a weapon other than a firearm on school property, on a school bus, or at a school-sponsored function, must be immediately removed from the school's regular education program and placed in an alternative education school or program, pending a hearing before the district Board of Education.</p>		



<p>Possession of a dangerous weapon (knife, box cutter, mace, gun or other offensive device) (Zero Tolerance)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Immediate removal of student by school Safety Officer <input type="checkbox"/> Confiscate weapon (NEVER DISARM A PUPIL) <input type="checkbox"/> Place weapon in the required lock box <input type="checkbox"/> Immediate Parent/Guardian notification <input type="checkbox"/> Administrative conference with the Parent/Guardian and student <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Contact the Atlantic City Police Department for notification and forfeiture <input type="checkbox"/> Turn all confiscated firearms over to the police upon their arrival <input type="checkbox"/> OSS (up to 10 days) <input type="checkbox"/> Begin administrative home instruction <input type="checkbox"/> Alternative placement and/or expulsion <input type="checkbox"/> Begin expulsion <input type="checkbox"/> Informal and/or Formal Hearing <input type="checkbox"/> Contact Superintendent's office 		
<p>Terroristic and/or verbal threats or open defiance of authority toward Teachers, staff and/or others</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> ISS or OSS <input type="checkbox"/> Administrative discretion <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Informal and/or Formal Hearing <input type="checkbox"/> Possible expulsion procedure <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> ISS or OSS <input type="checkbox"/> Administrative discretion <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Informal and/or Formal Hearing <input type="checkbox"/> Possible expulsion procedure <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> ISS or OSS <input type="checkbox"/> Administrative discretion <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Informal and/or Formal Hearing <input type="checkbox"/> Possible expulsion procedure <input type="checkbox"/> Contact Superintendent's office
<p>Stealing</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Verbal warning <input type="checkbox"/> Written warning <input type="checkbox"/> Disciplinary referral <input type="checkbox"/> Administrative discretion 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Disciplinary referral <input type="checkbox"/> Administrative discretion 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Disciplinary referral <input type="checkbox"/> Administrative discretion
<p>Verbal and/or physical threats of self harm</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> HIB Referral <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Administrative discretion 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> HIB Referral <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Administrative discretion 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> HIB Referral <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Administrative discretion
<p>Lewdness/ Criminal sexual contact</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Notify police, if warranted <input type="checkbox"/> Notify DCP&P <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Refer to appropriate school-based services <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> ISS or OSS <input type="checkbox"/> Administrative discretion <input type="checkbox"/> Formal and/or Informal Hearing <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Notify police, if warranted <input type="checkbox"/> Notify DCP&P <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Refer to appropriate school-based services <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> ISS or OSS <input type="checkbox"/> Administrative discretion <input type="checkbox"/> Formal and/or Informal Hearing <input type="checkbox"/> Contact Superintendent's office 	<p>No Third Offense</p>



<p>Indecent exposure</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Disciplinary referral <input type="checkbox"/> Refer to appropriate school based services <input type="checkbox"/> Administrative discretion 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Disciplinary referral <input type="checkbox"/> Contact DCP&P <input type="checkbox"/> School-based services recommendations <input type="checkbox"/> Possible ISS <input type="checkbox"/> Administrative discretion 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Contact DCP&P <input type="checkbox"/> School-based services follow-up <input type="checkbox"/> Option of alternative placement <input type="checkbox"/> Psychological evaluation <input type="checkbox"/> Administrative discretion <input type="checkbox"/> Informal Hearing
<p>Harassment/ Intimidation/ Bullying</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Immediate Parent/Guardian notification <input type="checkbox"/> Procedures outlined in the District Hibster will be followed 		

Student Discipline Disclaimer: Nothing in this Student Discipline/Code of Conduct will prevent the school administration from imposing a consequence for unacceptable student conduct not listed or included in this Student Code of Conduct.

STUDENT DISCIPLINE CODE OF CONDUCT

Grades 3 through 5

Dr. La'Quetta S. Small, Superintendent of Schools
Dr. LaKecia Hyman, Assistant Superintendent of Schools
Atiba Rose, Assistant Superintendent of Curriculum & Instruction
Diane M. Saunders, Director of Human Resources

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Atlantic City, NJ 08401
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*Code of
Conduct*



Approved September 2023



ATLANTIC CITY PUBLIC SCHOOLS

We All Learn Together!

Discipline Categories

ATLANTIC CITY PUBLIC SCHOOL'S CHART OF STUDENT DISCIPLINE / CODE OF CONDUCT

Below is the Atlantic City Public School's Chart of Student Discipline listing the District's responses to violations of behavioral expectations. Discipline guidelines are classified in two separate categories: **Infractions and Unlawful Acts**. These behavioral expectations and school responses include, but are not limited to:

All Board of Education policies can be found on the district website (www.acboe.org).

Grades 3 through 5

INFRACTIONS

Infractions primarily refer to those circumstances whereby students fail to comply with school rules or policies that do not fall within the scope of an unlawful act.

The due process procedures established by the District for review of conduct which may result in the imposition of short-term suspensions, long-term suspensions, or expulsions. Those procedures are set forth below in this Code of Conduct.

Appeal disciplinary determinations of District officials or the Board of Education to the New Jersey Commissioner of Education and, where applicable, to pursue the due process rights established in N.J.A.C. 6A:14 for students classified as eligible for special education.

OFFENSE	FIRST OFFENSE ACTION	SECOND OFFENSE ACTION	THIRD AND SUBSEQUENT ACTION
Cheating and/or plagiarizing	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Verbal warning <input type="checkbox"/> Written warning	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Detention	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Zero grade
Continued willful disobedience/ Insubordination	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Verbal warning <input type="checkbox"/> Written warning	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Behavior Modification Plan <input type="checkbox"/> Administrative warning <input type="checkbox"/> Detention	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Administrative detention <input type="checkbox"/> ISS <input type="checkbox"/> 1-3 days OSS
Disruptive behavior in the classroom, hallway, etc.	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Detention	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Behavior Modification Plan <input type="checkbox"/> Detention	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Administrative detention <input type="checkbox"/> Possible ISS or OSS (1-3 days)



<p>Improper dress, failure to comply with the dress code</p>	<p><input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Change clothes</p>	<p><input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Change clothes <input type="checkbox"/> Administrative detention <input type="checkbox"/> 1 day ISS</p>	<p><input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Teacher conference with the Parent/Guardian <input type="checkbox"/> Change clothes <input type="checkbox"/> Administrative detention <input type="checkbox"/> Loss of school privileges <input type="checkbox"/> 1-3 days ISS</p>
<p>Failure to return school equipment, athletic uniforms or supplies, textbooks, Library/Media books, etc.</p>	<p><input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Possible restitution or return of item in its original form <input type="checkbox"/> Administrative referral <input type="checkbox"/> Deprivation of school privileges</p>	<p><input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Possible restitution or return of item in its original form <input type="checkbox"/> Deprivation of school privileges</p>	<p><input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Informal/Formal Hearing <input type="checkbox"/> Possible restitution or return of item in its original form <input type="checkbox"/> Administrative referral <input type="checkbox"/> Deprivation of school privileges</p>
<p>Unexcused tardiness to class</p>	<p><input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Teacher to assign detention</p>	<p><input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Teacher to assign detention</p>	<p><input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Teacher to assign detention</p>
<p>Unauthorized and/or excessive tardiness to school</p>	<p><input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> 3 unexcused latenesses will be equal to 1 day, unexcused absence, per Regulation 5200</p>	<p><input type="checkbox"/> Parent/Guardian Notification <input type="checkbox"/> 3 unexcused latenesses will be equal to 1 day, unexcused absence, per Regulation 5200</p>	<p><input type="checkbox"/> Parent/Guardian Notification <input type="checkbox"/> 3 unexcused latenesses will be equal to 1 day, unexcused absence, per Regulation 5200</p>
<p>Truancy</p>	<p><input type="checkbox"/> District Truancy procedures will be followed</p>	<p><input type="checkbox"/> District Truancy procedures will be followed</p>	<p><input type="checkbox"/> District Truancy procedures will be followed</p>
<p>Failure to report to a fire drill and/or return to class</p>	<p><input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> 1 day ISS/OSS</p>	<p><input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Minimum 2 days ISS/OSS <input type="checkbox"/> Notify the Fire Captain and the Coordinator of Public Safety <input type="checkbox"/> Disciplinary sanctions (i.e.-deprivation of school privileges)</p>	<p><input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Minimum 3 days OSS <input type="checkbox"/> Notify the Fire Captain and the Coordinator of Public Safety <input type="checkbox"/> Informal or Formal Hearing <input type="checkbox"/> Disciplinary sanctions (i.e.-deprivation of school privileges) <input type="checkbox"/> Mandatory counseling referral</p>
<p>Habitual use of profanity and/or inappropriate language against a staff member or other individuals (i.e.-obscene, offensive, degrading or insulting)</p>	<p><input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Verbal warning</p>	<p><input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Administrative detention</p>	<p><input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Administrative detention <input type="checkbox"/> Possible ISS or OSS (1-3 days)</p>



<p>Unauthorized possession or use of a cellular phone or other unauthorized electronic devices</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Confiscation of device <input type="checkbox"/> Possible forfeiture or notice to proper authorities <input type="checkbox"/> Possible return to Parent/Guardian only 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Confiscation of device <input type="checkbox"/> Forfeiture to proper authorities <input type="checkbox"/> 1 day ISS/OSS <input type="checkbox"/> Possible return to Parent/Guardian after one marking period 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Confiscation/forfeiture of device <input type="checkbox"/> 3-5 days ISS/OSS <input type="checkbox"/> Informal/Formal Hearing <input type="checkbox"/> Possible permanent confiscation or return to Parent/Guardian on the last day of school <input type="checkbox"/> Deprivation of school privileges
<p>Tampering with computer(s), devices or violation of Acceptable Use Policy</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Confiscation of device <input type="checkbox"/> Loss of privileges <input type="checkbox"/> Notice to appropriate authorities <input type="checkbox"/> Possible suspension and/or expulsion procedures <input type="checkbox"/> Possible exclusion from school activities 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Confiscation of device <input type="checkbox"/> Loss of privileges <input type="checkbox"/> Notice to appropriate authorities <input type="checkbox"/> Possible suspension and/or expulsion procedures <input type="checkbox"/> Possible exclusion from school activities 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Confiscation of device <input type="checkbox"/> Loss of privileges <input type="checkbox"/> Notice to appropriate authorities <input type="checkbox"/> Possible suspension and/or expulsion procedures <input type="checkbox"/> Possible exclusion from school activities
<p>Possession of/or wearing unauthorized items on school grounds (i.e.-hats, bandanas, sunglasses, scarves, face coverings, visors)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Confiscation of item <input type="checkbox"/> Possible forfeiture or notice to proper authorities <input type="checkbox"/> Possible return to Parent/Guardian only 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Confiscation of item <input type="checkbox"/> Forfeiture to proper authorities <input type="checkbox"/> 1 day ISS/OSS <input type="checkbox"/> Possible return to Parent/Guardian after one marking period 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Confiscation of item <input type="checkbox"/> Forfeiture <input type="checkbox"/> 3-5 days ISS/OSS <input type="checkbox"/> Mandatory Informal Hearing <input type="checkbox"/> Possible permanent confiscation or return to Parent/Guardian on the last day of school <input type="checkbox"/> Deprivation of school privileges
<p>Use of tobacco products by students 17 years of age and under (i.e.-smoking, vaping, chewing) (Policy 5533)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> 3 days ISS/OSS <input type="checkbox"/> Mandatory Guidance counseling <input type="checkbox"/> Send to School Nurse 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian Conference <input type="checkbox"/> 3 days OSS <input type="checkbox"/> Mandatory counseling with SAC Coordinator <input type="checkbox"/> Confiscation of item <input type="checkbox"/> Mandatory Guidance intervention <input type="checkbox"/> Possible Informal/Formal Hearing 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Informal/Formal Hearing <input type="checkbox"/> 5 days OSS/OSS <input type="checkbox"/> Mandatory completion public or private program counseling <input type="checkbox"/> Confiscation of item <input type="checkbox"/> Notify SAC Coordinator <input type="checkbox"/> Deprivation of school privileges
<p>Student trespassing from other school(s), in school or on school grounds, while on OSS or pending Parent/Guardian conference</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Notify Police Liaison and Coordinator of Public Safety <input type="checkbox"/> Possible charged with criminal trespassing <input type="checkbox"/> Warning, notice to other school 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Notify Police Liaison and Coordinator of Public Safety <input type="checkbox"/> Possible charged with criminal trespassing <input type="checkbox"/> Warning, notice to other school <input type="checkbox"/> 1-3 days additional suspension 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Notify Police Liaison and Coordinator of Public Safety <input type="checkbox"/> Charged with criminal trespassing <input type="checkbox"/> Warning, notice to other school <input type="checkbox"/> 3 days additional suspension <input type="checkbox"/> Informal and/or Formal Hearing



(continued)	<input type="checkbox"/> Possible deprivation of school privileges	<input type="checkbox"/> Informal and/or Formal Hearing <input type="checkbox"/> Deprivation of school privileges	<input type="checkbox"/> Deprivation of in and after school privileges and co-curricular activity
Use of racial/ethnic or any other derogatory slur	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> 1-3 days ISS/OSS <input type="checkbox"/> Referral to Guidance for counseling <input type="checkbox"/> Mandatory apology to victim and promise to refrain from subsequent behavior	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Minimum 3 days ISS/OSS <input type="checkbox"/> Informal/Formal Hearing <input type="checkbox"/> Referral to Teen Center for sensitivity awareness <input type="checkbox"/> Possible legal complaint	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Minimum 3-5 days OSS <input type="checkbox"/> Informal/Formal Hearing and/or possible Board Action <input type="checkbox"/> Legal complaint <input type="checkbox"/> Mandatory public or private counseling-parent responsible
Cutting class, homeroom, study hall, lunch and recess	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Detention <input type="checkbox"/> Loss of school privileges	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Behavior Modification Plan <input type="checkbox"/> Possible 1 day suspension	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Behavior Modification Plan <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Possible suspension (ISS or OSS 3-5 days)
Excessive unexcused absences from school	District Truancy procedures will be followed		
Failure to report to Teacher's detention	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Loss of privileges <input type="checkbox"/> Additional detention	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Loss of privileges <input type="checkbox"/> Behavior Modification Plan <input type="checkbox"/> Must fulfill detention <input type="checkbox"/> Possible ISS (1 day)	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Loss of privileges <input type="checkbox"/> Behavior Modification Plan <input type="checkbox"/> Must fulfill detention <input type="checkbox"/> Possible ISS/OSS (1- 3 days)
Failure to report to ISS	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Additional ISS days	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Behavior Modification Plan <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Must fulfill ISS required days	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Informal Hearing <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Loss of school privileges <input type="checkbox"/> Must fulfill ISS <input type="checkbox"/> Possible suspension OSS (3 days min.)
Leaving school or class without permission	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Possibly contact Coordinator of Public Safety <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Incident Report for leaving school grounds <input type="checkbox"/> Possible ISS (1 day)	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Behavior Modification Plan <input type="checkbox"/> Incident Report for leaving school grounds <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Possible ISS (2 days min.)	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Behavior Modification Plan <input type="checkbox"/> Incident Report for leaving school grounds <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Loss of school privileges <input type="checkbox"/> Informal Hearing <input type="checkbox"/> Possible ISS/OSS (3 days min.)



<p>Fighting between students (verbal/physical)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Up to 5 days suspension and/or ISS <input type="checkbox"/> Mandatory peer mediation process with Guidance <input type="checkbox"/> Deprivation of school privileges <input type="checkbox"/> Refer to school Anti-Bullying Specialist 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Minimum 5-9 days OSS and/or mandatory Informal Hearing <input type="checkbox"/> Mandatory peer mediation process <input type="checkbox"/> Mandatory counseling <input type="checkbox"/> Refer to school Anti-Bullying Specialist <input type="checkbox"/> Deprivation of in or after school activity or privileges 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Minimum 9 days OSS <input type="checkbox"/> Home Instruction pending mandatory administrative or Board of Education hearing <input type="checkbox"/> Refer for Alternative Placement <input type="checkbox"/> Loss of school privileges
<p>Misconduct and/or violation of rules (school bus, bus stop or transportation)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Bus Driver to report the offense in writing <input type="checkbox"/> Student counseled <input type="checkbox"/> Suspended from the bus for minimum of 1-3 days <input type="checkbox"/> Parent/Guardian must provide transportation for student during suspension period 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Bus Driver to report the offense in writing <input type="checkbox"/> Parent/Guardian conference with Bus Driver and school official <input type="checkbox"/> Notify Transportation Dept. <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Suspended from bus for minimum of 3-5 days <input type="checkbox"/> Parent/Guardian must provide transportation for student during suspension period <input type="checkbox"/> Notify Coordinator of Public Safety <input type="checkbox"/> Possible deprivation of school privileges 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Bus Driver to report the offense in writing <input type="checkbox"/> Mandatory Administrative Hearing <input type="checkbox"/> Notify Transportation Dept. <input type="checkbox"/> Notify Coordinator of Public Safety <input type="checkbox"/> Referral to family services <input type="checkbox"/> Student suspended from bus from 1 week to one full marking period <input type="checkbox"/> Parent/Guardian must provide transportation during suspension period <input type="checkbox"/> Minimum 5 days ISS/OSS
<p>Refusal to complete class work, incomplete assignments, tests, quizzes, or homework</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Detention or possible 1 day ISS <input type="checkbox"/> Must make up assignments or receive failing grade <input type="checkbox"/> Deprivation of school privileges 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Minimum 1-3 days ISS/OSS <input type="checkbox"/> Detentions-must make up assignments or receive failing grade <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Deprivation of school privileges 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Minimum 3 days ISS/OSS <input type="checkbox"/> Informal Hearing <input type="checkbox"/> Possible referral to I&RS and/or CST <input type="checkbox"/> Possible notification to Parent/Guardian of in danger of failing subject for the marking period <input type="checkbox"/> Deprivation of in and after school privileges or co-curricular activity
<p>Undue notoriety (defacing school name or reputation); school trips, sports, events, etc.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Minimum 1 day ISS/OSS <input type="checkbox"/> Loss of co-curricular and after school privileges <input type="checkbox"/> Administrative discretion 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Minimum 3 days ISS/OSS <input type="checkbox"/> Loss of co-curricular and after school activities <input type="checkbox"/> Referral to Guidance 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Formal Hearing <input type="checkbox"/> 5-7 days ISS/OSS <input type="checkbox"/> Loss of co-curricular and after school activities <input type="checkbox"/> Referral to Guidance
<p>Interfering with school staff in the performance of their duties</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Up to 4 days ISS/OSS <input type="checkbox"/> Possible expulsion procedures or Formal Hearing 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Up to 4 days ISS/OSS <input type="checkbox"/> Possible expulsion procedures or Formal Hearing 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Up to 4 days ISS/OSS <input type="checkbox"/> Possible expulsion procedures or formal hearing



(continued)	<input type="checkbox"/> Possible legal action by school/victim may file charges <input type="checkbox"/> Mediation process <input type="checkbox"/> Referral for counseling/anger management <input type="checkbox"/> Possible exclusion from school social activities/functions	<input type="checkbox"/> Possible legal action by school/victim may file charges <input type="checkbox"/> Mediation process <input type="checkbox"/> Referral for counseling/anger management <input type="checkbox"/> Possible exclusion from school social activities/functions <input type="checkbox"/> Possible disorderly conduct charge <input type="checkbox"/> Informal/Formal Hearing	<input type="checkbox"/> Possible legal action by school/victim may file charges <input type="checkbox"/> Mediation process <input type="checkbox"/> Referral for counseling/anger management <input type="checkbox"/> Possible exclusion from school social activities/functions <input type="checkbox"/> Possible disorderly conduct charge mandatory administrative hearing.
Disregarding fire drill, lockdown drill, and/or any mandatory safety drills	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Loss of co-curricular and after school privileges <input type="checkbox"/> Administrative discretion	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Possible ISS/OSS <input type="checkbox"/> Loss of co-curricular and after school activities <input type="checkbox"/> Referral to Guidance	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Formal Hearing <input type="checkbox"/> Up to 5 days ISS/OSS <input type="checkbox"/> Loss of co-curricular and after school activities <input type="checkbox"/> Referral to Guidance
Inciting to riot/ Baiting aggressive horseplay	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Verbal warning	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Administrative detention	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Administrative detention <input type="checkbox"/> Loss of privileges <input type="checkbox"/> Possible suspension (ISS or OSS 1-3 days)
Failure to submit immunization and health forms in accordance to NJ Administrative Code-Sec. 8:57	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Upon enrollment a health exam/physical (N.J.A.C. 6A:16-2.2) 30-day grace period from enrollment date <input type="checkbox"/> Mandatory shot requirement excludes student from enrollment until proof of immunization is provided	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian may be given a courtesy grace period beyond 30 days providing proof of appointment date and physician is provided <input type="checkbox"/> Parent/Guardian will only be given 1 additional courtesy appointment beyond 30 days from enrollment <input type="checkbox"/> Extenuating circumstances may be considered	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Same as second infraction <input type="checkbox"/> Additionally all students on/after their 11 th birthday must obtain additional mandatory immunizations according to N.J.A.C.16 <input type="checkbox"/> Some required shots are a series and must be obtained within the required time periods

Suspension could be in-school or out-of-school at administrative discretion.



Grades 3 through 5

UNLAWFUL ACTS

Unlawful Acts primarily refer to offenses cited in the New Jersey Criminal Justice Code or the General Provisions that may require Police Intervention, relating to education under the Provisions of Title 18A.

The due process procedures established by the District for review of conduct which may result in the imposition of short-term suspensions, long-term suspensions, or expulsions. Those procedures are set forth below in this Code of Conduct.

Appeal disciplinary determinations of District officials or the Board of Education to the New Jersey Commissioner of Education and, where applicable, to pursue the due process rights established in N.J.A.C. 6A:14 for students classified as eligible for special education.

OFFENSE	FIRST OFFENSE ACTION	SECOND OFFENSE ACTION	THIRD AND SUBSEQUENT ACTION
Destruction and defacing school property (vandalism)	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Possible contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> Detention or ISS 1-3 days <input type="checkbox"/> Possible exclusion from all school social activities and functions <input type="checkbox"/> Contact Superintendent's office	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Possible contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> Suspension for up to 4 days <input type="checkbox"/> Incident Report for leaving school grounds <input type="checkbox"/> Possible exclusion from all school social activities and functions <input type="checkbox"/> Contact Superintendent's office	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Possible contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> Suspension for up to 4 days <input type="checkbox"/> Possible expulsion procedures <input type="checkbox"/> Informal Hearing <input type="checkbox"/> Possible exclusion from all school social activities and functions <input type="checkbox"/> Contact Superintendent's office
Creating false public alarm; setting off fire alarms; bomb scare; causing or creating a fire of any sorts	<input type="checkbox"/> Mandatory notification to Police Department Juvenile Division and Coordinator of Public Safety <input type="checkbox"/> Security search; Parent/Guardian must pick up student <input type="checkbox"/> Suspension pending Formal and/or Board of Education hearing <input type="checkbox"/> Disciplinary sanctions (i.e.-deprivation of in or after school privileges, co-curricular activities, etc.) <input type="checkbox"/> Notify SAC Coordinator <input type="checkbox"/> Subject to mandatory security police search <input type="checkbox"/> Minimum 5 days OSS <input type="checkbox"/> Possible fine <input type="checkbox"/> Possible placement in alternative setting 18A:37-8		



<p>Tampering with fire alarms, alarmed doors, fire extinguishers or equipment, hazardous devices, etc.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Notice to the Fire Safety Inspector <input type="checkbox"/> Complete Incident Report and forward to the Fire Inspector and the Office of Buildings & Grounds Supervisor <input type="checkbox"/> Suspension of 3-5 days <input type="checkbox"/> Possible referral to Child Study Team (CST) and family services (DCP&P) <input type="checkbox"/> Possible exclusion from all school social activities and functions <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Possible expulsion procedure <input type="checkbox"/> Possible fine <input type="checkbox"/> Possible placement in alternative setting <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Notice to the Fire Safety Inspector <input type="checkbox"/> Complete Incident Report and forward to the Fire Inspector and the Office of Buildings & Grounds Supervisor <input type="checkbox"/> Suspension of 5-7 days <input type="checkbox"/> Possible referral to Child Study Team (CST) and family services (DCP&P) <input type="checkbox"/> Possible exclusion from all school social activities and functions <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Possible expulsion procedure <input type="checkbox"/> Possible fine <input type="checkbox"/> Possible placement in alternative setting <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Notice to the Fire Safety Inspector <input type="checkbox"/> Complete Incident Report and forward to the Fire Inspector and the Office of Buildings & Grounds Supervisor <input type="checkbox"/> Suspension of up to 9 days <input type="checkbox"/> Possible referral to Child Study Team (CST) and family services (DCP&P) <input type="checkbox"/> Probable exclusion from all school social activities and functions <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Notify Juvenile Unit and possible filing of complaint <input type="checkbox"/> Possible expulsion procedure <input type="checkbox"/> Possible fine <input type="checkbox"/> Possible placement in alternative setting <input type="checkbox"/> Contact Superintendent's office
<p>Possession of controlled dangerous substances (i.e.-selling, intent to sell, transfer or distribute drugs, alcohol, steroids, etc.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Confiscation of item <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Mandatory drug counseling and/or SAC recommendation <input type="checkbox"/> Possible legal action <input type="checkbox"/> Suspension 1-3 days <input type="checkbox"/> Possible exclusion from all school social activities and functions <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Confiscation of item <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Mandatory drug counseling and/or SAC recommendation <input type="checkbox"/> Possible legal action <input type="checkbox"/> Suspension 3 days <input type="checkbox"/> Possible exclusion from all school social activities and functions <input type="checkbox"/> Possible Informal and/or Formal Hearing <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Confiscation of item <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Mandatory drug counseling and/or SAC recommendation <input type="checkbox"/> Possible legal action <input type="checkbox"/> Suspension 5 days <input type="checkbox"/> Possible exclusion from all school social activities and functions. <input type="checkbox"/> Possible Informal and/or Formal Hearing <input type="checkbox"/> Contact Superintendent's office
<p>Use of alcohol and/or controlled dangerous substances and/or vaping devices (i.e.-drugs, alcohol, steroids, etc.)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Drug testing (must return with doctor's clearance) <input type="checkbox"/> Suspension up to 4 days <input type="checkbox"/> Possibly contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> Possible drug counseling and/or SAC recommendation <input type="checkbox"/> Possible referral to Guidance <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Drug testing (must return with doctor's clearance) <input type="checkbox"/> Suspension 3-5 days <input type="checkbox"/> Possibly contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> Possible drug counseling and/or SAC recommendation <input type="checkbox"/> Possible referral to Guidance <input type="checkbox"/> Possible Informal and/or Formal Hearing <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Drug testing (must return with doctor's clearance) <input type="checkbox"/> Suspension up to 10 days <input type="checkbox"/> Possibly contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> Possible drug counseling and/or SAC recommendation <input type="checkbox"/> Possible referral to Guidance <input type="checkbox"/> Possible Informal and/or Formal Hearing <input type="checkbox"/> Contact Superintendent's office



<p>Using, threatening or inciting the use of physical force against adults (i.e.-staff members, Board members, visitors, etc.)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Immediate removal of student by security <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Suspension up to 9 days <input type="checkbox"/> Mandatory expulsion procedure <input type="checkbox"/> Informal or Formal Hearing <input type="checkbox"/> Possibly contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> Exclusion from all school social activities and functions <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Immediate removal of student by security <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Suspension up to 9 days <input type="checkbox"/> Mandatory expulsion procedure <input type="checkbox"/> Informal or Formal Hearing <input type="checkbox"/> Possibly contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> Exclusion from all school social activities and functions <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Immediate removal of student by security <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Suspension up to 9 days <input type="checkbox"/> Mandatory expulsion procedure <input type="checkbox"/> Informal or Formal Hearing <input type="checkbox"/> Possibly contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> Exclusion from all school social activities and functions <input type="checkbox"/> Contact Superintendent's office
<p>Possession of a firearm/Assault with a weapon (Zero Tolerance)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Immediate removal of student by school Safety Officer <input type="checkbox"/> Confiscate weapon (NEVER DISARM A PUPIL) <input type="checkbox"/> Immediate Parent/Guardian notification <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Contact the Atlantic City Police Department for notification and forfeiture <input type="checkbox"/> Turn all confiscated firearms over to the police upon their arrival <input type="checkbox"/> Administrative conference with Parent/Guardian and student <input type="checkbox"/> 10 days OSS <input type="checkbox"/> Begin administrative home instruction <input type="checkbox"/> Alternative placement and/or expulsion <input type="checkbox"/> Begin expulsion <input type="checkbox"/> Place weapon in the the required lock box <input type="checkbox"/> Informal and/or Formal Hearing <input type="checkbox"/> Contact Superintendent's office <p>Any student possessing a weapon or firearm must be immediately removed from the school's regular education program and placed in an alternative education school or program, pending a hearing before the district Board of Education</p> <p>Any student who assaults a student, teacher, administrator, Board member, or other school district employee with a weapon other than a firearm on school property, on a school bus, or at a school-sponsored function, must be immediately removed from the school's regular education program and placed in an alternative education school or program, pending a hearing before the district Board of Education.</p>		
<p>Possession of a dangerous weapon (i.e.- knife, box cutter, mace, gun, or other offensive device) (Zero Tolerance)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Immediate removal of student by school Safety Officer <input type="checkbox"/> Confiscate weapon (NEVER DISARM A PUPIL) <input type="checkbox"/> Immediate Parent/Guardian notification <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Contact the Atlantic City Police Department for notification and forfeiture <input type="checkbox"/> Turn all confiscated firearms over to the police upon their arrival <input type="checkbox"/> Administrative conference with Parent/Guardian and student <input type="checkbox"/> 10 days OSS <input type="checkbox"/> Begin administrative home instruction <input type="checkbox"/> Alternative placement and/or expulsion <input type="checkbox"/> Begin expulsion <input type="checkbox"/> Place weapon in the required lock box <input type="checkbox"/> Informal and/or Formal Hearing <input type="checkbox"/> Contact Superintendent's office 		



<p>Terroristic and/or verbal threats or open defiance of authority towards Teachers, staff and/or others</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Suspension of up to 4 days <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> School Counselor Referral for anger management or sensitivity awareness, <input type="checkbox"/> Exclusion from all school social activities and functions <input type="checkbox"/> Informal and/or Formal Hearing <input type="checkbox"/> Possible expulsion procedure <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Suspension of 5-7 days <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> School Counselor Referral for anger management or sensitivity awareness, <input type="checkbox"/> Exclusion from all school social activities and functions. <input type="checkbox"/> Informal and/or Formal Hearing <input type="checkbox"/> Possible expulsion procedure <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Suspension of up to 9 days <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Possible legal action <input type="checkbox"/> School Counselor Referral for anger management or sensitivity awareness, <input type="checkbox"/> Exclusion from all school social activities and functions. <input type="checkbox"/> Informal and/or Formal Hearing <input type="checkbox"/> Possible expulsion procedure <input type="checkbox"/> Contact Superintendent's office
<p>Gambling, stealing, forgery</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Possible suspension <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Notify Coordinator of Public Safety <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Detention <input type="checkbox"/> Possible suspension (ISS or OSS 1-3 days) <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Notify Coordinator of Public Safety <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Suspension for 3 days <input type="checkbox"/> Contact Superintendent's office
<p>Lewdness/Criminal sexual contact</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Notify police, if warranted <input type="checkbox"/> Notify DCP&P <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Refer to appropriate school-based services <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> OSS/ISS up to 3 days <input type="checkbox"/> Formal and/or Informal Hearing <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Notify police, if warranted <input type="checkbox"/> Notify DCP&P <input type="checkbox"/> ContactCoordinator of Public Safety <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> OSS/ISS up to 10 days <input type="checkbox"/> Possible alternate placement <input type="checkbox"/> Formal and/or Informal Hearing <input type="checkbox"/> Begin expulsion <input type="checkbox"/> Contact Superintendent's office 	<p>No Third Offense</p>
<p>Indecent exposure</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Administrative conference with Parent/Guardian, student, School Nurse and Guidance <input type="checkbox"/> Home suspension 3 days <input type="checkbox"/> Refer to appropriate school based services 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Administrative conference with Parent/Guardian, student, School Nurse and Guidance <input type="checkbox"/> Contact DCP&P <input type="checkbox"/> School based services recommendations <input type="checkbox"/> Option in-house/home suspension 5 days <input type="checkbox"/> Option of alternative placement <input type="checkbox"/> Students may not return to school without psychological evaluation 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Administrative conference with Parent/Guardian, student, School Nurse and Guidance <input type="checkbox"/> Contact DCP&P <input type="checkbox"/> School based services follow-up <input type="checkbox"/> Suspension 5 days <input type="checkbox"/> Alternate placement <input type="checkbox"/> Students may not return to school without psychological evaluation



**Harassment/
Intimidation/
Bullying**

- Immediate Parent/Guardian notification
- Procedures outlined in Hibster will be followed

Student Discipline Disclaimer: Nothing in this Student Discipline/Code of Conduct will prevent the school administration from imposing a consequence for unacceptable student conduct not listed or included in this Student Code of Conduct

Suspension could be in-school or out-of-school at administrative discretion.

STUDENT DISCIPLINE CODE OF CONDUCT

Grades 6 through 8

Dr. La'Quetta S. Small, Superintendent of Schools
Dr. LaKecia Hyman, Assistant Superintendent of Schools
Atiba Rose, Assistant Superintendent of Curriculum & Instruction
Diane M. Saunders, Director of Human Resources

Atlantic City Public Schools
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*Code of
Conduct*



Approved September 2023



ATLANTIC CITY PUBLIC SCHOOLS

We All Learn Together!

Discipline Categories

ATLANTIC CITY PUBLIC SCHOOL'S CHART OF STUDENT DISCIPLINE / CODE OF CONDUCT

Below is the Atlantic City Public School's Chart of Student Discipline listing the District's responses to violations of behavioral expectations. Discipline guidelines are classified in two separate categories: **Infractions and Unlawful Acts**. These behavioral expectations and school responses include, but are not limited to:

All Board of Education policies can be found on the district website (www.acboe.org).

Grades 6 through 8

INFRACTIONS

Infractions primarily refer to those circumstances whereby students fail to comply with school rules or policies that do not fall within the scope of an unlawful act.

The due process procedures established by the District for review of conduct which may result in the imposition of short-term suspensions, long-term suspensions, or expulsions. Those procedures are set forth below in this Code of Conduct.

Appeal disciplinary determinations of District officials or the Board of Education to the New Jersey Commissioner of Education and, where applicable, to pursue the due process rights established in N.J.A.C.6A:14 for students classified as eligible for special education.

UNDESIRABLE BEHAVIOR	FIRST OFFENSE ACTION	SECOND OFFENSE ACTION	THIRD AND SUBSEQUENT ACTION
Cheating/Plagiarism	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Teacher/Administrative discretion <input type="checkbox"/> Possible reduction of grade	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> 1 day ISS/OSS <input type="checkbox"/> Reduction of grade <input type="checkbox"/> Referral to Guidance	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> 1-3 days ISS/OSS <input type="checkbox"/> Possible failure for the marking period <input type="checkbox"/> Referral to appropriate personnel <input type="checkbox"/> Informal Hearing
Continued willful disobedience/Open defiance	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Detention <input type="checkbox"/> 1-3 days ISS <input type="checkbox"/> Referral to Guidance	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> 3-5 days ISS/OSS <input type="checkbox"/> Deprivation of school privileges <input type="checkbox"/> Guidance intervention <input type="checkbox"/> Referral for counseling	<input type="checkbox"/> Informal and/or Formal Hearing <input type="checkbox"/> 5-10 days ISS/OSS <input type="checkbox"/> Deprivation of in and after school privileges <input type="checkbox"/> Mandatory Counseling <input type="checkbox"/> Possible referral for home instruction for 30 days <input type="checkbox"/> Referral for Alternative Placement



<p>Disruptive behavior in class, hall, bus, etc.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Teacher discretion-warning <input type="checkbox"/> Detention or Parent/Guardian contact <input type="checkbox"/> Deprivation of school privileges <input type="checkbox"/> Possible 1 day ISS 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> 1-3 days ISS <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Deprivation of school privileges 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> 3-5 days ISS/OSS <input type="checkbox"/> Mandatory Informal and/or Formal Hearing <input type="checkbox"/> Deprivation of extra-curricular school privileges <input type="checkbox"/> Deprivation of special activities
<p>Improper dress/Failure to comply with dress code</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Warning <input type="checkbox"/> Possibly sent home or to Parent Resource Center (PRC) to change clothes <input type="checkbox"/> Possibly sent to ISS 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Student sent home to change clothes <input type="checkbox"/> 1 day ISS/OSS 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Student sent home to change clothes <input type="checkbox"/> 2 days ISS/OSS <input type="checkbox"/> Referral to Guidance
<p>Failure to return school equipment, athletic uniforms or supplies, textbooks, Library/Media books, etc.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Possible restitution or return of item in its original form <input type="checkbox"/> Administrative referral <input type="checkbox"/> Deprivation of school privileges 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Possible restitution or return of item in its original form <input type="checkbox"/> Deprivation of school privileges 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Informal/Formal Hearing <input type="checkbox"/> Possible restitution or return of item in its original form <input type="checkbox"/> Administrative referral <input type="checkbox"/> Deprivation of school privileges
<p>Unexcused tardiness to class</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Teacher to assign detention 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Teacher to assign detention 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Teacher to assign detention
<p>Unauthorized or Excessive tardiness to school</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> 3 unexcused latenesses to school will be equal to 1 day, unexcused absence, per Regulation 5200 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> 3 unexcused latenesses to school will be equal to 1 day, unexcused absence, per Regulation 5200 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> 3 unexcused latenesses to school will be equal to 1 day, unexcused absence, per Regulation 5200
<p>Truancy</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> District Truancy procedures will be followed 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> District Truancy procedures will be followed 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> District Truancy procedures will be followed
<p>Failure to report to a fire drill and/or return to class</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> 1 day ISS/OSS 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Minimum 2 days ISS/OSS <input type="checkbox"/> Notify the Fire Captain and Coordinator of Public Safety <input type="checkbox"/> Disciplinary sanctions (i.e.-deprivation of school privileges) 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Informal/Formal Hearing <input type="checkbox"/> Minimum 3 days OSS <input type="checkbox"/> Notify the Fire Captain and Coordinator of Public Safety <input type="checkbox"/> Disciplinary sanctions (i.e.-deprivation of school privileges) <input type="checkbox"/> Mandatory counseling referral
<p>Habitual use of profanity and/or inappropriate language against staff members or other individuals (i.e.-obscene, offensive, degrading or insulting)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Minimum 1 day ISS/OSS 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Minimum 1-3 days ISS/OSS <input type="checkbox"/> Possible Informal Hearing <input type="checkbox"/> Deprivation of in or after school privileges <input type="checkbox"/> Referral to Guidance 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory Informal/Formal Hearing <input type="checkbox"/> Minimum 3 days OSS <input type="checkbox"/> Possible referral for Alternative Placement <input type="checkbox"/> Mandatory counseling <input type="checkbox"/> Deprivation of school privileges or co-curricular activity



<p>Unauthorized possession or use of a cellular phone or other unauthorized electronic devices</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Confiscation of device <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Possible forfeiture or notice to proper authorities <input type="checkbox"/> Possible return to Parent/Guardian only 	<ul style="list-style-type: none"> <input type="checkbox"/> Confiscation of device <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Possible forfeiture to proper authorities <input type="checkbox"/> 1 day ISS/OSS <input type="checkbox"/> Possible return to Parent/Guardian after one marking period 	<ul style="list-style-type: none"> <input type="checkbox"/> Confiscation of device <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory Informal/Formal Hearing <input type="checkbox"/> 3-5 days ISS/OSS <input type="checkbox"/> Possible permanent confiscation or return to Parent/Guardian on the last day of school <input type="checkbox"/> Deprivation of school privileges
<p>Tampering with computer(s), devices or violation of Acceptable Use Policy</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Confiscation of device <input type="checkbox"/> Deprivation of privileges <input type="checkbox"/> Notice to appropriate authorities <input type="checkbox"/> Possible suspension and/or expulsion procedures <input type="checkbox"/> Possible exclusion from school activities 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Confiscation of device <input type="checkbox"/> Deprivation of privileges <input type="checkbox"/> Notice to appropriate authorities <input type="checkbox"/> Possible suspension and/or expulsion procedures <input type="checkbox"/> Possible exclusion from school activities 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Confiscation of device <input type="checkbox"/> Deprivation of privileges <input type="checkbox"/> Notice to appropriate authorities <input type="checkbox"/> Possible suspension and/or expulsion procedures <input type="checkbox"/> Possible exclusion from school activities
<p>Possession of/or wearing unauthorized items on school grounds (i.e.-hats, bandanas, sunglasses, scarves, face coverings, visors)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Confiscation of item <input type="checkbox"/> Possible forfeiture or notice to proper authorities <input type="checkbox"/> Possible return to Parent/Guardian only 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Confiscation of item <input type="checkbox"/> Forfeiture to proper authorities <input type="checkbox"/> 1 day ISS/OSS <input type="checkbox"/> Possible return to Parent/Guardian after one marking period 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory Informal Hearing <input type="checkbox"/> Confiscation of item <input type="checkbox"/> Forfeiture <input type="checkbox"/> 3-5 days ISS/OSS <input type="checkbox"/> Possible permanent confiscation or return to Parent/Guardian on the last day of school <input type="checkbox"/> Deprivation of school privileges
<p>Use of tobacco products by students (i.e.-smoking, vaping, chewing) (Policy 5533)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Send to School Nurse <input type="checkbox"/> Confiscation of item <input type="checkbox"/> Place in lockbox <input type="checkbox"/> 3 days ISS/OSS <input type="checkbox"/> Mandatory Guidance counseling 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Send to School Nurse <input type="checkbox"/> Confiscation of item <input type="checkbox"/> Place in lockbox <input type="checkbox"/> Informal Hearing <input type="checkbox"/> 3 days OSS <input type="checkbox"/> Mandatory counseling with SAC Coordinator <input type="checkbox"/> Mandatory Guidance intervention 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Send to School Nurse <input type="checkbox"/> Confiscation of item <input type="checkbox"/> Place in lockbox <input type="checkbox"/> Informal/Formal Hearing <input type="checkbox"/> 5 days OSS/OSS <input type="checkbox"/> Mandatory completion public or private program counseling <input type="checkbox"/> Notify SAC Coordinator <input type="checkbox"/> Deprivation of school privileges
<p>Student trespassing (from other school(s), in school or on school grounds) while on OSS or pending Parent/Guardian conference</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Notify Police Liaison and Coordinator of Public Safety <input type="checkbox"/> Possible charged with criminal trespassing <input type="checkbox"/> Warning, notice to other school <input type="checkbox"/> Possible deprivation of school privileges 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Informal Hearing <input type="checkbox"/> Notify Police Liaison and Coordinator of Public Safety <input type="checkbox"/> Possible charged with criminal trespassing <input type="checkbox"/> Warning, notice to other school <input type="checkbox"/> 1-3 days additional suspension <input type="checkbox"/> Deprivation of school privileges 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Informal/Formal Hearing <input type="checkbox"/> Notify Police Liaison and Coordinator of Public Safety <input type="checkbox"/> Charged with criminal trespassing <input type="checkbox"/> Warning, notice to other school <input type="checkbox"/> 3 days additional suspension <input type="checkbox"/> Deprivation of in and after school privileges and co-curricular activity



<p>Use of racial/ethnic or any other derogatory slur</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> 1-3 days ISS/OSS <input type="checkbox"/> Referral to Guidance for counseling <input type="checkbox"/> Mandatory apology to victim and promise to refrain from subsequent behavior 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Informal Hearing <input type="checkbox"/> Minimum 3 days ISS/OSS <input type="checkbox"/> Referral to Teen Center for sensitivity awareness <input type="checkbox"/> Possible legal complaint 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory Informal/Formal Hearing <input type="checkbox"/> Minimum 3-5 days OSS <input type="checkbox"/> Legal complaint <input type="checkbox"/> Mandatory public or private counseling-parent responsible
<p>Cutting class/homeroom, lunch, recess, etc.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Teacher detention <input type="checkbox"/> Possible 1 day ISS 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Minimum 1-3 days ISS/OSS <input type="checkbox"/> Deprivation of school privileges 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Minimum 3-5 days ISS/OSS <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Possible referral to Truancy Officer and/or the Court system <input type="checkbox"/> Deprivation of in and after school privileges or co-curricular activity
<p>Excessive absences from school</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Letter (3, 6 days) <input type="checkbox"/> Mandatory (6 days) <input type="checkbox"/> Referral to Guidance for attendance counseling 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Letter (9 days) <input type="checkbox"/> Mandatory (12 days) <input type="checkbox"/> Truancy referral for mandatory attendance counseling <input type="checkbox"/> Deprivation of school privileges <input type="checkbox"/> Possible grade reduction 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Informal/Formal Hearing <input type="checkbox"/> Referral to juvenile panel and attendance hearing <input type="checkbox"/> Possible notification to Child Protective Services <input type="checkbox"/> Possible failure for marking period or retention <input type="checkbox"/> Deprivation of school activity
<p>Failure to report to Teacher's detention</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Possible 1 day ISS/OSS <input type="checkbox"/> Additional teacher detentions 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Minimum 1-3 days ISS/OSS <input type="checkbox"/> Must fulfill assigned teacher detentions or House detention assigned by Vice Principal or ISS Dean of Discipline <input type="checkbox"/> Referral to Guidance 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Informal/Formal Hearing <input type="checkbox"/> Minimum 3-5 days suspension <input type="checkbox"/> Deprivation of school privileges or special activity <input type="checkbox"/> Must fulfill teacher assigned detention
<p>Failure to report to ISS</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> OSS 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory Informal and/or Formal Hearing <input type="checkbox"/> Minimum 1-3 days additional ISS/OSS <input type="checkbox"/> Referral to Guidance 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory Informal and/or Formal Hearing <input type="checkbox"/> Minimum 3-5 days suspension and referral <input type="checkbox"/> Deprivation of school privileges <input type="checkbox"/> Mandatory counseling
<p>Leaving school or class without permission</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Minimum 1-3 days ISS/OSS <input type="checkbox"/> Notify Police Liaison and/or Coordinator of Public Safety <input type="checkbox"/> Deprivation of school privileges <input type="checkbox"/> Safety Officer to complete Incident Report if student left school grounds 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory Informal hearing <input type="checkbox"/> Minimum 3-5 days ISS/OSS <input type="checkbox"/> Notify Police Liaison and Coordinator of Public Safety <input type="checkbox"/> Deprivation of school privileges or co-curricular activity 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory Informal and/or Formal Hearing <input type="checkbox"/> Minimum 5 days ISS/OSS <input type="checkbox"/> Referral to the Truancy Task Force for court mediation



(continued)	<input type="checkbox"/> Contact Truancy Officer <input type="checkbox"/> Referral to Guidance for counseling	<input type="checkbox"/> Safety Officer to complete Incident Report if student left school grounds <input type="checkbox"/> Referral to family services <input type="checkbox"/> Mediation with Truancy Officer	
Fighting between students (verbal/physical)	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Up to 5 days ISS/OSS <input type="checkbox"/> Mandatory peer mediation process with Guidance <input type="checkbox"/> Deprivation of school privileges <input type="checkbox"/> Refer to school Anti-Bullying Specialist	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory Informal Hearing <input type="checkbox"/> Minimum 5-9 days OSS <input type="checkbox"/> Mandatory peer mediation process <input type="checkbox"/> Mandatory counseling <input type="checkbox"/> Refer to school Anti-Bullying Specialist <input type="checkbox"/> Deprivation of in or after school activity or privileges	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory Informal/Formal Hearing <input type="checkbox"/> Minimum 9 days OSS <input type="checkbox"/> Home instruction pending mandatory hearing <input type="checkbox"/> Refer for Alternative Placement <input type="checkbox"/> Deprivation of school privileges
Misconduct and/or violation of rules on school bus, bus stop or transportation	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Bus Driver to report the offense in writing <input type="checkbox"/> Student counseled <input type="checkbox"/> Suspended from the bus for minimum 1-3 days; Parent/Guardian must provide transportation for student during suspension period	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Bus Driver to report the offense in writing <input type="checkbox"/> Mandatory conference with Bus Driver and school official <input type="checkbox"/> Notify Transportation Dept. <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Suspended from bus for minimum 3-5 days <input type="checkbox"/> Parent/Guardian must provide transportation for student during suspension period <input type="checkbox"/> Notify Coordinator of Public Safety <input type="checkbox"/> Possible deprivation of school privileges	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory informal/Formal Hearing <input type="checkbox"/> Bus Driver to report the offense in writing <input type="checkbox"/> Notify Transportation Dept. <input type="checkbox"/> Notify Coordinator of Public Safety <input type="checkbox"/> Referral to family services <input type="checkbox"/> Student suspended from bus from 1 week to one full marking period; Parent/Guardian must provide transportation during suspension period <input type="checkbox"/> Minimum 5 days ISS/OSS
Refusal to complete class work, incomplete assignments, tests, quizzes, or homework	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Detention or possible 1 day ISS <input type="checkbox"/> Must make up assignments or receive failing grade <input type="checkbox"/> Deprivation of school privileges	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory Informal Hearing <input type="checkbox"/> Minimum 1-3 days ISS/OSS <input type="checkbox"/> Detentions-must make up assignments or receive failing grade <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Deprivation of school privileges	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory Informal Hearing <input type="checkbox"/> Minimum 3 days ISS/OSS <input type="checkbox"/> Possible referral to I&RS and/or CST <input type="checkbox"/> Possible notification to Parent/Guardian of in danger of failing subject for the marking period <input type="checkbox"/> Deprivation of in and after school privileges or co-curricular activity
Undue notoriety (defacing school name or reputation); school trips, sports, events, etc.	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Minimum 3 days ISS/OSS <input type="checkbox"/> Deprivation of co-curricular and after school privileges for a period of time, per administrative discretion	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Minimum 5 days ISS/OSS <input type="checkbox"/> Deprivation of co-curricular and after school activities for at least one marking period <input type="checkbox"/> Letter of apology <input type="checkbox"/> Referral to Guidance for mandatory counseling	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Informal Hearing <input type="checkbox"/> Minimum 5-7 days ISS/OSS <input type="checkbox"/> Deprivation of co-curricular and after school activities for one year <input type="checkbox"/> Placed on co-curricular probation for upcoming year <input type="checkbox"/> Refer to family services or other agency for counseling



<p>Interfering with school staff in the performance of their duties</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Up to 4 days ISS/OSS <input type="checkbox"/> Possible expulsion procedures or Informal Hearing <input type="checkbox"/> Possible legal action by school/victim may file charges <input type="checkbox"/> Mediation process <input type="checkbox"/> Referral for counseling/anger management <input type="checkbox"/> Possible exclusion from school social activities/functions 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory Informal/Formal Hearing <input type="checkbox"/> Up to 4 days ISS/OSS <input type="checkbox"/> Possible expulsion procedures or Informal hearing <input type="checkbox"/> Possible legal action by school/victim may file charges <input type="checkbox"/> Mediation process <input type="checkbox"/> Referral for counseling/anger management <input type="checkbox"/> Possible exclusion from school social activities/functions <input type="checkbox"/> Possible disorderly conduct charge 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory Informal/Formal Hearing <input type="checkbox"/> Up to 4 days ISS/OSS <input type="checkbox"/> Possible expulsion procedures or informal hearing <input type="checkbox"/> Possible legal action by school/victim may file charges <input type="checkbox"/> Mediation process <input type="checkbox"/> Referral for counseling/anger management <input type="checkbox"/> Possible exclusion from school social activities/functions <input type="checkbox"/> Possible disorderly conduct charge
<p>Inciting to riot/Baiting aggressive horseplay</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory Informal/Formal Hearing <input type="checkbox"/> Up to 9 days OSS <input type="checkbox"/> Possible exclusion from all school social activities and functions <input type="checkbox"/> Mandatory police contact/disorderly conduct charge 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory Informal/Formal Hearing <input type="checkbox"/> Up to 9 days OSS <input type="checkbox"/> Possible exclusion from all school social activities and functions <input type="checkbox"/> Mandatory police contact/disorderly conduct charge 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory Informal/Formal Hearing <input type="checkbox"/> Up to 9 days OSS <input type="checkbox"/> Possible exclusion from all school social activities and functions <input type="checkbox"/> Mandatory police contact/disorderly conduct charge
<p>Disregard to fire drill, lockdown drill, or any mandatory safety drills, safety devices or fire extinguishers</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Up to 5 days ISS/OSS <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Deprivation of school privileges 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory Informal Hearing <input type="checkbox"/> Minimum 5-9 days OSS <input type="checkbox"/> Mandatory counseling <input type="checkbox"/> Deprivation of in or after school activity or privileges 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian Notification <input type="checkbox"/> Home instruction pending mandatory Informal/Formal Hearing <input type="checkbox"/> Minimum 9 days OSS <input type="checkbox"/> Refer for Alternative placement <input type="checkbox"/> Deprivation of school privileges
<p>Failure to submit immunization and health forms in accordance to NJ Administrative Code: Sec. 8:57</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Upon enrollment a health exam/physical (N.J.A.C. 6A:16-2.2) 30-day grace period from enrollment date <input type="checkbox"/> Mandatory shot requirement excludes student from enrollment until proof of immunization is provided 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent may be given a courtesy grace period beyond 30 days providing proof of appointment date and physician is provided <input type="checkbox"/> Parent/Guardian will only be given one additional courtesy appointment beyond 30 days from enrollment <input type="checkbox"/> Extenuating circumstances may be considered 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Same as second infraction <input type="checkbox"/> Additionally all students on/after their 11th birthday must obtain additional mandatory immunizations according to N.J.A.C: 16 <input type="checkbox"/> Some required shots are a series and must be obtained within the required time periods
<p>Special Note for 8th Grade Students</p>			
<p>*Exclusion from 8th Grade End of the Year Activities</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Exclusion from 8th gr. dance <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Attendance/Tuant issues <input type="checkbox"/> Failing 2 or more core subjects 	<ul style="list-style-type: none"> <input type="checkbox"/> Exclusion from 8th gr. dance and field trip <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Attendance/Tuant issues <input type="checkbox"/> Continued Willful Disobedience/Defiance/Negative Behavior <input type="checkbox"/> Failing 2 or more core subjects 	<ul style="list-style-type: none"> <input type="checkbox"/> Exclusion from 8th gr. dance, field trip and Stepping Up ceremony <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Attendance/Tuant issues <input type="checkbox"/> Extreme Willful Disobedience/Defiance/Negative Behavior <input type="checkbox"/> Numerous suspensions <input type="checkbox"/> Failing 2 or more core subjects



Grades 6 through 8

UNLAWFUL ACTS

Unlawful Acts primarily refer to offenses cited in the New Jersey Criminal Justice Code or the General Provisions that may require Police Intervention, relating to education under the Provisions of Title 18A.

The due process procedures established by the District for review of conduct which may result in the imposition of short-term suspensions, long-term suspensions, or expulsions. Those procedures are set forth below in this Code of Conduct.

Appeal disciplinary determinations of District officials or the Board of Education to the New Jersey Commissioner of Education and, where applicable, to pursue the due process rights established in N.J.A.C. 6A:14 for students classified as eligible for special education.

OFFENSE	FIRST OFFENSE ACTION	SECOND OFFENSE ACTION	THIRD AND SUBSEQUENT ACTION
Defacing school property/Vandalism/ Destruction of staff or student property/ Computer tampering (includes destroying bulletin boards, school books/ materials or items on school walls)	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Parent/Guardian conference <input type="checkbox"/> Parent/Guardian restitution or student restoration <input type="checkbox"/> Minimum 1-3 days ISS <input type="checkbox"/> Safety Officer to complete Incident Report <input type="checkbox"/> Violence/Vandalism Report <input type="checkbox"/> Possible contact Coordinator of Public Safety <input type="checkbox"/> Contact Superintendent's office	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Informal Hearing <input type="checkbox"/> Parent/Guardian restitution or student restoration <input type="checkbox"/> 5-10 days OSS <input type="checkbox"/> File Incident Report <input type="checkbox"/> Deprivation of school privileges <input type="checkbox"/> Violence/Vandalism Report <input type="checkbox"/> Possible contact Coordinator of Public Safety <input type="checkbox"/> Contact Superintendent's office	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Informal Hearing <input type="checkbox"/> Home instruction and/or possible suspension pending Formal Hearing <input type="checkbox"/> Possible Parent/Guardian restitution <input type="checkbox"/> Mandatory referral to Counseling Services or public/private agency for counseling <input type="checkbox"/> Violence/Vandalism Report <input type="checkbox"/> Contact Coordinator Public Safety <input type="checkbox"/> Contact Superintendent's office
Creating false public alarm; setting off fire alarm; bomb scare; causing or creating a fire of any sort	<input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory notification to Police Department Juvenile Division <input type="checkbox"/> Security search <input type="checkbox"/> Parent/Guardian must pick up student <input type="checkbox"/> Suspension pending Informal or Formal Hearing <input type="checkbox"/> Disciplinary Sanctions (i.e.-deprivation of in or after school privileges, co-curricular activities, etc.) <input type="checkbox"/> Notify SAC Coordinator <input type="checkbox"/> Subject to mandatory Safety Officer/police search <input type="checkbox"/> Minimum 5 days OSS <input type="checkbox"/> Possible fine <input type="checkbox"/> Possible alternative placement 18A:37-8 <input type="checkbox"/> Contact Superintendent's office		



<p>Tampering with fire alarms, alarmed doors, fire extinguishers or equipment, hazardous devices, etc.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Informal Hearing <input type="checkbox"/> Notice to the Fire Inspector <input type="checkbox"/> Fill out an Incident report and forward to the Fire Inspector and Office of Buildings & Grounds Supervisor <input type="checkbox"/> Minimum 5 days OSS <input type="checkbox"/> Possible fine <input type="checkbox"/> Mandatory counseling; Referral to Guidance, Child Study Team and family services <input type="checkbox"/> Deprivation of school privileges <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory Informal/Formal Hearing (home instruction) <input type="checkbox"/> Notice to the Fire Inspector <input type="checkbox"/> Fill out an Incident Report and forward to the Fire Inspector and Office of Buildings & Grounds Supervisor <input type="checkbox"/> Possible fine <input type="checkbox"/> Minimum 10 days OSS <input type="checkbox"/> Mandatory family counseling <input type="checkbox"/> Possible referral to DCP&P <input type="checkbox"/> Deprivation of in or after school privileges <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Suspension pending mandatory Formal Hearing <input type="checkbox"/> Possible filing of complaint <input type="checkbox"/> Contact Superintendent's office
<p>Possession of controlled dangerous substances (i.e.-selling, intent to sell, transfer or distribute drugs, alcohol, steroids, etc.)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Confiscation of item <input type="checkbox"/> Place in the lockbox <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory notification to Police Department Juvenile Division <input type="checkbox"/> Parent/Guardian must pick up student <input type="checkbox"/> Suspension pending Formal or Informal Hearing <input type="checkbox"/> Disciplinary Sanctions (i.e.-deprivation of in or after school privileges, co-curricular activities, etc.) <input type="checkbox"/> Minimum 5 days OSS <input type="checkbox"/> Notify SAC Coordinator <input type="checkbox"/> Subject to mandatory Safety Officer/police search <input type="checkbox"/> Contact Superintendent's office <input type="checkbox"/> Alternative placement 18A:37-8 		
<p>Use of alcohol and/or controlled dangerous substances and/or vaping devices (i.e.-drugs, alcohol, steroids, etc.)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Confiscation of item <input type="checkbox"/> Place in the lockbox <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Safety Officer escorts student to the School Nurse <input type="checkbox"/> Teacher/Staff fill out "Under Suspicion" checklist <input type="checkbox"/> Send out for testing <input type="checkbox"/> If tested positive, 5 days OSS <input type="checkbox"/> Conference with Substance Abuse Counselor (SAC) and counseling <input type="checkbox"/> Deprivation of school activities for a period of time <input type="checkbox"/> Subject to mandatory Safety Officer/police search <input type="checkbox"/> Contact Superintendent's office <input type="checkbox"/> Alternative placement 18A:37-8 		
<p>Using, threatening or inciting the use of physical force against adults (i.e.-staff members, Board members, visitors, etc.)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory Informal/Formal Hearing <input type="checkbox"/> Immediate removal of student by Safety Officer <input type="checkbox"/> 5-10 days OSS <input type="checkbox"/> Possible legal complaint and notification to Coordinator of Public Safety <input type="checkbox"/> Violence/Vandalism report <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Suspension (home instruction) pending mandatory Formal Hearing <input type="checkbox"/> Legal complaint <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Violence/Vandalism report <input type="checkbox"/> Deprivation of in or after school privileges <input type="checkbox"/> Contact Superintendent's office 	



<p>Possession of a firearm/Assault with a weapon (Zero tolerance)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Possible confiscation (NEVER DISARM A PUPIL) <input type="checkbox"/> Place weapon in secured lockbox <input type="checkbox"/> Immediate Parent/Guardian notification <input type="checkbox"/> Immediate removal of student by Safety Officer <input type="checkbox"/> Subject to mandatory Safety Officer/police search <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Contact the Atlantic City Police Department for notification and forfeiture <input type="checkbox"/> Turn all confiscated firearms over to the police upon their arrival <input type="checkbox"/> Administrative conference with the Parent/Guardian and student <input type="checkbox"/> 10 day OSS/Home Instruction pending Formal Hearing <input type="checkbox"/> Mandatory Formal Hearing <input type="checkbox"/> Alternative placement and/or expulsion <input type="checkbox"/> Contact Superintendent's office <p>Any student possessing a weapon or firearm must be immediately removed from the school's regular education program and placed in an alternative education school or program, pending a mandatory formal hearing</p> <p>Any student who assaults a student, teacher, administrator, Board member, or other school district employee with a weapon other than a firearm on school property, on a school bus, or at a school-sponsored function, must be immediately removed from the school's regular education program and placed in an alternative education school or program, pending a formal hearing..</p>	
<p>Possession of a dangerous weapon (razors, mace, taser, knife, gun, or other offensive or harmful devices) (Zero tolerance)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Confiscation of item <input type="checkbox"/> Place in secured lockbox <input type="checkbox"/> Immediate Parent/Guardian notification <input type="checkbox"/> Informal and/or Formal Hearing <input type="checkbox"/> Immediate removal of student by Safety Officer <input type="checkbox"/> Contact Atlantic City Police Department for notification and forfeiture <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> 10 day OSS; Home Instruction <input type="checkbox"/> Alternate placement and/or expulsion <input type="checkbox"/> Contact Superintendent's office 	
<p>Terroristic and/or verbal threats or open defiance of authority towards Teachers, staff and/or others</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory Informal/Formal Hearing <input type="checkbox"/> Immediate removal of student by Safety Officer <input type="checkbox"/> 5-10 days ISS/OSS <input type="checkbox"/> Possible legal complaint <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Suspension (home instruction) pending mandatory Formal Hearing <input type="checkbox"/> Immediate removal of student by Safety Officer <input type="checkbox"/> Possible legal complaint <input type="checkbox"/> Notification to Coordinator of Public Safety <input type="checkbox"/> Violence/Vandalism report <input type="checkbox"/> Deprivation of in or after school privileges <input type="checkbox"/> Contact Superintendent's office



<p>Gambling, stealing, forgery</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Informal Hearing <input type="checkbox"/> Notice to proper authorities <input type="checkbox"/> Mandatory security search <input type="checkbox"/> Minimum 1-3 days ISS/OSS <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Safety Officer to complete Incident Report <input type="checkbox"/> Disciplinary sanctions (i.e.- possible deprivation of in/after school privileges) <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Informal Hearing <input type="checkbox"/> Minimum 3 days OSS <input type="checkbox"/> Notice to proper authorities <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Mandatory counseling <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Disciplinary sanctions (i.e.- deprivation of in/after school privileges) <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Mandatory Informal Hearing <input type="checkbox"/> Minimum 5 days OSS <input type="checkbox"/> Notice to proper authorities <input type="checkbox"/> Contact Coordinator of Public Safety <input type="checkbox"/> Referral to outside services <input type="checkbox"/> Disciplinary sanctions (i.e.- deprivation of in/after school privileges) <input type="checkbox"/> Contact Superintendent's office
<p>Lewdness/Criminal sexual contact</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Teacher notification <input type="checkbox"/> Informal and/or Formal Hearing <input type="checkbox"/> Notify police, if warranted <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Refer to appropriate school based services <input type="checkbox"/> Notify police and DCP&P <input type="checkbox"/> 3-10 days OSS <input type="checkbox"/> Contact Superintendent's office 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Teacher notification <input type="checkbox"/> Informal and/or Formal Hearing <input type="checkbox"/> Notify police <input type="checkbox"/> Referral to Guidance <input type="checkbox"/> Refer to appropriate school based services <input type="checkbox"/> Notify police and DCP&P <input type="checkbox"/> 10 days OSS <input type="checkbox"/> Possible alternate placement <input type="checkbox"/> Contact Superintendent's office 	
<p>Indecent exposure</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Administrative conference with Parent/Guardian, student, School Nurse, Guidance <input type="checkbox"/> 3 days OSS <input type="checkbox"/> Refer to appropriate school based services 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Administrative conference with Parent/Guardian, student, School Nurse and Guidance <input type="checkbox"/> Contact DCP&P <input type="checkbox"/> School-based services follow-up <input type="checkbox"/> Option to 5 days ISS <input type="checkbox"/> Option of alternative placement <input type="checkbox"/> Student may not return to school without psychological evaluation 	<ul style="list-style-type: none"> <input type="checkbox"/> Parent/Guardian notification <input type="checkbox"/> Administrative conference with Parent/Guardian, student, School Nurse and Guidance <input type="checkbox"/> Contact DCP&P <input type="checkbox"/> School-based services follow-up <input type="checkbox"/> 10 days OSS <input type="checkbox"/> Alternative placement <input type="checkbox"/> Student may not return to school without psychological evaluation
<p>Harassment/ Intimidation/ Bullying</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Immediate Parent/Guardian Notification <input type="checkbox"/> Procedures outlined in Hibster will be followed 		

Student Discipline Disclaimer: Nothing in this Student Discipline/Code of Conduct will prevent the school administration from imposing a consequence for unacceptable student conduct not listed or included in this Student Code of Conduct