

REGULATION

SOMERSET HILLS
BOARD OF EDUCATION

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STUDENT DISCIPLINE/CODE OF CONDUCT (M)

R 5600 STUDENT DISCIPLINE/CODE OF CONDUCT (M)

A. Purpose

The Student Code of Conduct and this Regulation are established to achieve the following purposes:

1. Foster the health, safety, social, and emotional well-being of students;
2. Support the establishment and maintenance of civil, safe, secure, supportive, and disciplined school environments conducive to learning;
3. Promote achievement of high academic standards;
4. Prevent the occurrence of problem behaviors;
5. Establish parameters for the intervention and remediation of problem student behaviors at all stages of identification; and
6. Establish parameters for school responses to violations of the code of student conduct that take into account, at a minimum, the severity of the offenses, the developmental ages of student offenders and students' histories of inappropriate behaviors in accordance with N.J.A.C. 6A:16-7.2 through 7.8, as appropriate.

B. Expectations for Academic Achievement, Behavior, and Attendance

All students have a responsibility to comply with State statutes and administrative codes for academic achievement, behavior, and attendance, pursuant to N.J.A.C. 6A:32-8 and 13.1.

C. 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;



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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
11. Harassment, intimidation, or bullying.
12. Academic Dishonesty.
13. 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.

D. Students' 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 suspensions and expulsions that have been identified under authority of N.J.S.A. 18A:37-2; (Parent/Student Signature form)
2. Education that supports students' development into productive citizens;
3. Attendance in safe and secure school environments;
4. Attendance at school irrespective of students' marriage, pregnancy, or parenthood;
5. Due process and appeal procedures, pursuant to N.J.A.C. 6A:3-1.3 through 1.17, N.J.A.C. 6A:4 and, where applicable, N.J.A.C. 6A:14-2.7 and 2.8, and N.J.A.C. 6A:16-7.2 through 7.5;
6. Parent notification consistent with the policies and procedures established pursuant to N.J.A.C. 6A:16-6.2(b)3 and N.J.A.C. 6A:16-7.1 through 7.8; and
7. Protections pursuant to 20 U.S.C. § 1232g, Family Educational Rights and Privacy Act; 34 CFR Part 99, Family Educational Rights and Privacy; 20 U.S.C. § 1232h, Protection of Pupil Rights; 34 CFR Part 98, Student Rights in Research, Experimental Programs and Testing; P.L. 104-191, Health Insurance Portability and Accountability Act, 45 CFR Part 160, General Administrative Requirements; 20 U.S.C. § 7165, Transfer of school disciplinary records; 42 CFR Part 2, Confidentiality of Alcohol and Drug Abuse Patient Records; N.J.S.A. 18A:40A-7.1, Confidentiality of certain information provided by pupils, exceptions; N.J.A.C. 6A:16-3.2, Confidentiality of student alcohol and other drug information; N.J.S.A. 18A:36-19, Pupil records, creation, maintenance and retention, security and access, regulations, nonliability; N.J.S.A. 2A:4A-60, Disclosure of juvenile information, penalties for disclosure; N.J.A.C. 6A:32-7, Student Records; N.J.A.C. 6A:14-2.9, Student records, as well as other existing Federal and State laws and rules pertaining to student protections.

E. Comprehensive Behavioral Supports

Below are behavioral supports that promote positive student development and the students' abilities to fulfill the behavioral expectations established by the Board. These behavioral supports may include, but are not limited to, the following:



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1. Positive Reinforcement for Good Conduct and Academic Success determined by building level administrator for age and developmental appropriateness.
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, with parent approval.

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 with parent approval.

b. Counseling

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



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- (I) 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.

F. School Responses to Violations of Behavioral Expectations

- 1. In accordance with the provisions of N.J.A.C. 6A:16-7.1(c)5, the Student Code of Conduct shall include a description of school responses to violations of behavioral expectations established by the Board of Education that, at a minimum are graded according to the severity of the offenses, and consider the developmental ages of the student offenders and their histories of inappropriate behavior that shall:
 - a. Include a continuum of actions designed to remediate and, where necessary or required by law, to impose sanctions;
 - b. Be consistent with other responses, pursuant to N.J.A.C. 6A:16-5.5;
 - c. Provide for equitable application of the Code of Student Conduct without regard to race; color; religion; ancestry; national origin; nationality; sex; gender; sexual orientation; gender identity or expression; marital, domestic-partnership, or civil union; mental, physical, or sensory disability; or any other distinguishing characteristic, pursuant to N.J.S.A. 10:5-1 et seq. and
 - d. Be consistent with provisions of N.J.S.A. 18A:6-1, Corporal Punishment of Students.

G. 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.



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- 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
 - 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/intrascholastic 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
 - (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 any part of a test, or assignment, plagiarized material, falsified sources, refused to submit assignments, or otherwise indulged in academic dishonesty or negligence will receive a grade of zero for the disqualified work. In no other instance may a student's grade be lowered as a direct penalty for misconduct.
7. In-school Suspension



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a. If the school operates an in-school suspension program, a student may be removed from his/her regular classes and required to report to the in-school suspension program.

b. In-school suspension will not be imposed without the due process procedures set forth in Policy and Regulation 5610.

8. Suspension from School

a. A student may be denied the right to attend school for a period of time pursuant to N.J.S.A. 18A:37-2, N.J.A.C. 6A:16-7.2 and 6A:16-7.3, and Policy 5610.

b. Suspension from school will not be imposed without the due process procedures set forth in Policy and Regulation 5610.

9. Expulsion

a. The Board may expel a general education student from school, pursuant to N.J.S.A. 18A:37-2, N.J.A.C. 6A:16-7.4, and Policy 5620.

b. Expulsion is an extremely serious disciplinary measure and will not be imposed without the due process set forth in Policy and Regulation 5610 and Policy 5620.

H. Chart of Discipline

1. A Chart of Student Discipline listing school responses to violations of behavioral expectations shall be approved by the Board and included in each school's student handbook.

Bernardsville Middle School

CODE OF CONDUCT

Students have a responsibility to abstain from activity that results in disruption of the educational environment and which may infringe on the rights of other individuals. The goal of the Bernardsville Middle School discipline policy is to help students develop self-control and responsibility.

We are committed to the belief each child has a right to learn, and each teacher has an obligation, and a right, to teach in a safe academic environment. Violations of the student behavior code that occur during any and all school-related activities will be considered grounds for administrative intervention and action. The conduct of the vast majority of the Somerset Hills School District's students remains exemplary.



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A personalized approach when dealing with our students allows faculty, counselors and administration to more effectively consider each student's uniqueness. Flexibility is an important characteristic that allows a range of responses to address inappropriate behavior.

ACTION PLAN FOR ADDRESSING STUDENT NEEDS

Addressing student academic, health and/or social issues at Bernardsville Middle School involves different levels of support and interaction from the school faculty, staff, administration and at home. The level of involvement will depend upon the behavior observed and its severity.

Consequences for failing to display responsible behavior range from a warning or reprimand, to suspension/expulsion from school. Included within that range of consequences are such behavior control strategies as:

- Parent Notification/Conferences
- Conference with an Administrator
- A warning or reprimand
- Elimination of certain school privileges
- The assignment of a written statement of apology
- After-school detention(s)
- Out-of-school suspension(s)
- School expulsion
- Financial reimbursement for damages caused by student
- Reimbursement of expenses incurred in removing student from an out of district school function
- Contact of Law Enforcement

*Please be advised that the strategy or strategies used will be determined on an individual basis.

Accountability in the form of progressive consequences will be directed at the misbehavior and not at the student. The following actions will be taken as a measure to address and remediate student behavior:



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<u>1st Level Offenses</u>	<u>Range of Consequences</u>
Cafeteria Misconduct	1st Offense - Warning/Reprimand
Chewing Gum	
Classroom Disruption	
Dress Code Violation	2nd Offense - Central Detention
Hallway/Locker Room Misconduct	
Inappropriate Language/Gestures	
Minor Bus Misconduct	3rd Offense - Central Detention (2-4 days)
Tardy to school/class (3 allowed per marking period)	
Unauthorized use of Electronic Devices (Cell Phone, Tablet, Chromebook and or Laptop)	

<u>2nd Level Offenses</u>	<u>Range of Consequences</u>
Careless conduct which may endanger the welfare of another student	1st Offense – Central Detention (2 days)
Cutting Class	
Failure to report to an assigned detention	2nd Offense - Central Detention (3-5 days)
Inappropriate drawings/language/gestures that are threatening in nature	
Physical contact with another student	3rd Offense -- Out of School Suspension (1-2 days)
Student misconduct after school hours	



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Willful disregard of authority	
Throwing of an object that may cause harm	

<u>3rd Level Offenses</u>	<u>Range of Consequences</u>
Defiant/Insubordinate behavior towards an authority figure	1st Offense - Out of School Suspension (1-3 days)
Destruction of school property *	
Destruction of personal property *	
Fighting	2nd Offense - Out of School Suspension (3-5 days)
Leaving school grounds without permission	
Major bus infraction #	
Stealing *	3rd Offense - Out of School Suspension (6-10 days)
Vandalism *	
Willful conduct that endangers the welfare of another student/teacher	

*Possible Law Enforcement Contact and or restitution

#Suspension of bus privilege for one week (1st offense), 30 days (2nd offense) and remainder of the year (3rd offense)

HARASSMENT, INTIMIDATION AND BULLYING/ DATING VIOLENCE

The Board of Education prohibits acts of harassment, intimidation, bullying, and dating violence. A safe and civil environment in school is necessary for pupils to learn and achieve high academic standards. Harassment, intimidation, or bullying/ dating violence, like other disruptive or violent behaviors, is conduct that disrupts both a pupil's ability to learn and a school's ability to educate its pupils in a safe environment.



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"Harassment, intimidation, or bullying" means any gesture, written, verbal or physical act, or any electronic communication that takes place on school property, at any school-sponsored function or on a school bus. "Electronic communication" means communication transmitted by means of an electronic device, including, but not limited to, a telephone, cellular phone, computer, or pager.

"Dating violence" means a pattern of behavior where one person threatens to use, or actually uses physical, sexual, verbal, or emotional abuse to control a dating partner.

Consequences and appropriate remedial action for pupils who commit acts of harassment, intimidation, or bullying / dating violence may range from positive behavioral interventions up to and including suspension or expulsion. Remedial measures shall be designed to correct the problem behavior, prevent another occurrence of the problem, and protect the victim of the act. The full text of SHSD POLICY is available at www.shsd.org.

Substance Abuse

- Possession of, use of, under the influence of, distribution of a substance (substance defined in BOE Policy 5530)*
- Possession of tobacco products*

*Law Enforcement Contact

Violence in School

- Fighting/Physical Assaults
- Harassment/Verbal Assaults
- Firearms
 - Any student who is convicted or is an adjudicated delinquent for possession of a firearm or who is found to be in possession of a firearm on school property must be immediately removed from the regular education program and provided with an alternate education program, pending a hearing before the Board of Education. Students convicted or found to be delinquent for possessing a firearm on school property, on a school bus, or at a school-sponsored function or committing a crime while possessing a firearm shall be immediately removed from the regular education program for a period of not less than one calendar year and placed in an alternate education program pending a hearing before the Board of Education to remove the student. (Chapters 127 and 128 of 1995, The Zero Tolerance for Guns Act)*
 - Possession of Firearm/explosive will result in a referral to an alternate education program and/or expulsion.
- Weapons
 - Any pupil who possesses, uses, or exchanges a weapon in violation of Somerset Hills Board of Education Policy and Regulation #8467 shall be subject to stringent discipline, which may include expulsion. Any pupil who suspects or knows of the presence of a weapon in violation of the Board Policy and fails to report the same shall be subject to discipline. Any person who possesses a weapon on school premises, school transportation, or at a school sponsored function shall be reported to the appropriate law enforcement agency. *
 - Possession of Weapon will result in 1-10 day OSS and/or other disciplinary action including expulsion.



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*Law Enforcement Contact

There are certain behaviors that are inappropriate regardless of where they occur. Those behaviors require administrative intervention, as they impact the quality of school life for students, teachers and visitors.

Regulations on student conduct state, in accordance with prior case law, that a school district's authority to impose a consequence on a student for conduct away from school grounds may be exercised when "reasonably necessary for the student's physical or emotional safety and well-being or for reasons relating to the safety and well-being of other students, staff or school grounds, pursuant to NJAC 6A:16-7.6, N.J.S.A. 18A:25-2 and 18A:37-1.23.

Central Detention

Students are to report promptly at 2:50 PM to the assigned detention room. Lateness or failure to comply with detention rules will result in an additional detention. Detention ends at 3:50 PM. No food, beverages, or electronic equipment are allowed; talking is not permitted. Detentions take precedence over after-school activities and athletics. Detentions will be served within twenty-four hours of being assigned.

Out-of-School Suspension (OSS)

A student may be suspended for one to ten days by the administration.

Students may not participate in any school activities during the entire day of suspension and they are not permitted on school grounds. Assignments for students who have been suspended will be made available for pick-up in the Main Office by 2:15 PM on the second day of the suspension. All assigned work must be completed during OSS. Incomplete assignments will receive zero credit. A parent/guardian post-suspension meeting with the appropriate administrator is mandatory before a student can return to BMS. Tests shall be made up upon the student's return to school/class, as scheduled by the teacher.

Bernards High School

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In every community there exists a healthy tension between the need for individual growth on the part of each member and the need for common values and standards. Not only are shared values essential to the growth of the community, but, more importantly, also to the growth of the individual. One's sense of belonging and identity stem from their eagerness and willingness to contribute to the life of the community. Shared values, some of which are expressed in rules, should and must be subject to continual reviews. However, it is essential that all members of the community be eager and willing to contribute something of themselves and their uniqueness to the community.

Our system of school conduct expectations and discipline has as its goal the development of high levels of self-discipline in the student. In an effort to eliminate inconsistencies and anxiety, the system of discipline has been based upon expected behaviors and logical consequences. The classroom teachers generally deal with unacceptable student behaviors. However, if referred to the



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Administration, unacceptable behaviors are dealt with in the framework of the disciplinary point system. The point system is a guideline, but each individual case is also judged in light of numerous other factors unique to the student. Implicit in any system of discipline is communication between parents and the school, and parental reinforcement at home. Our aim is the realization on the part of the student that his/her conduct is detrimental to the student and the school community. It is hoped this realization leads to a determination on the part of the student to modify improper behavior.

Participation in school social and co-curricular activities is a privilege, not a right. Students granted the privilege of participation must assume the responsibility of good conduct and citizenship.

Therefore:

Students who experience serious and/or repetitive disciplinary infractions may forfeit the privilege of attending any and all school student activities and /or social events.

Students who experience serious and/or repetitive disciplinary infractions are subject to ineligibility and/or removal from any and all school co-curricular activities.

Students who violate codes of honor and /or ethics (i.e. lying, cheating, stealing, etc.) are subject to removal from any and all co-curricular activities and /or leadership positions.

Detention

After-school detentions may be assigned to students by classroom teachers for minor infractions. Students also are assigned Central Detention for cutting class, for being tardy to class, or for other disciplinary infractions. Students are given 24-hour notice to make arrangements for serving the detention and for transportation. Students are excused from detention only for previously scheduled medical/dental appointments or serious family obligations. Failure to appear for detention is not only an inconvenience to the staff member conducting the detention, but is also neglect of responsibility by the student. Therefore, it results in additional detentions and possible referral to the Assistant Principal.

Central Detention is held from 2:50 - 3:35 p.m. on Tuesday - Fridays. All detentions will be considered as an obligation and must be served on the assigned day(s). Failure to serve detentions as assigned will be dealt with as follows:

1st failure to serve -- assignment of an additional detention

2nd failure to serve -- assignment of an additional detention

3rd failure to serve -- assignment to ISAP (In-School Alternative Placement) and requirement to serve previously assigned Central Detentions.



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Continued refusal to serve Central Detention after the assignment of ISAP may lead to OSS (Out of School Suspension).

Firearms

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Weapons

Any pupil who possesses, uses, or exchanges a weapon in violation of Somerset Hills Board of Education Policy #8467 shall be subject to stringent discipline, which may include expulsion. Any pupil who suspects or knows of the presence of a weapon in violation of the Board Policy and fails to report the same shall be subject to discipline. Any person who possesses a weapon on school premises, school transportation, or at a school sponsored function shall be reported to the appropriate law enforcement agency.

HARASSMENT, INTIMIDATION AND BULLYING/ DATING VIOLENCE

The Board of Education prohibits acts of harassment, intimidation, bullying, and dating violence. A safe and civil environment in school is necessary for pupils to learn and achieve high academic standards. Harassment, intimidation, or bullying/ dating violence, like other disruptive or violent behaviors, is conduct that disrupts both a pupil's ability to learn and a school's ability to educate its pupils in a safe environment.

"Harassment, intimidation, or bullying" means any gesture, written, verbal or physical act, or any electronic communication that takes place on school property, at any school-sponsored function or on a school bus. "Electronic communication" means communication transmitted by means of an electronic device, including, but not limited to, a telephone, cellular phone, computer, or pager.

"Dating violence" means a pattern of behavior where one person threatens to use, or actually uses physical, sexual, verbal, or emotional abuse to control a dating partner.

Consequences and appropriate remedial action for pupils who commit acts of harassment, intimidation, or bullying / dating violence may range from positive behavioral interventions up to and including suspension or expulsion. Remedial measures shall be designed to correct the problem behavior, prevent another occurrence of the problem, and protect the victim of the act. The full text of SHSD POLICY is available at www.shsd.org.

Disciplinary Point System



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Every organization adopts systems and procedures designed to facilitate accomplishing the goals of the organization. The Disciplinary Point System in place at Bernards High School is intended to promote the health, safety and welfare of all individuals in the school, to support efficient and effective functioning of the teaching-learning process, to facilitate consistency and fairness and to maintain good order. Failure to adhere to the tenets of this system results in consequences such as detention, disciplinary points, ISAP, out-of-school suspension, or expulsion depending upon the relative severity of the infraction. This system has been developed and revised collaboratively at regular intervals by teachers, students, parents and administrators. Suggestions for revision may be made at any time to the Student Council or the school administration.

- Only administrators may assign points.
- Students are notified whenever points are assigned, including their total points to date. Points are cumulative throughout each school year. Academic misconduct and smoking/tobacco infractions are cumulative throughout the student's BHS career.
- Central Detention is assigned for truancy, class "cuts" and accumulations of 10 or more disciplinary points. Teachers may assign individual teacher detentions for class misconduct, but may not assign students to Central Detention.
- Parents are notified whenever 5 or more points have been assigned or have accumulated. ISAP (In-School Alternative Placement) is assigned incrementally for each accumulation of 20 points. Severe and/or recurring disciplinary infractions may result in short term or long term out-of-school suspension and/or a hearing before the Board of Education.

For those infractions listed below, depending upon the severity of the infraction, the phrase "and/or other disciplinary action" may include ISAP (In-School Alternative Placement), Out-of-School Suspension (OSS) and/or a hearing before the Board of Education with the potential for long-term or permanent removal from the school. The following consequences are guidelines that may be modified by administration depending on circumstances.

Student Responsibilities

OFFENSE	CONSEQUENCE
* Academic Misconduct (cheating, plagiarizing, academic dishonesty):	
1 st offense	5-20 points, zero on assignment, teacher contact with parent, and/or other disciplinary action***
Subsequent offenses	parent and/or 10-20 points, zero on assignment, teacher contact with parent, and/or other disciplinary action***
** Alcohol /drugs Refer to the Somerset Hills Board of Education policy & Regulation #5530 for alcohol/drug possession, distribution and/or use consequences	
Arson	1 - 10 day OSS or expulsion
Assaulting or threatening to assault	10-40 pts and/or other disciplinary action
	1-10 day OSS and/or other disciplinary action***
Assault with a weapon	4 - 10 day OSS or expulsion
Computer network misuse	5-20 pts and/or other disciplinary action***



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Cutting class after loss of credit	5 pts and Central Detention
Damage to, or destruction of, staff or student property	5-20 points, restitution and/or other disciplinary action***
Disobedience or open defiance of a staff member's authority	5-20 pts and/or other disciplinary action***
Dress code violation	5-20 pts and/or other disciplinary action***
Driving and/or in motor vehicle during school hours	20 pts and loss of on-campus parking privilege
Extortion	10-40 pts and/or other disciplinary action***
Failure to report to Attendance Office arriving after period 1	5 pts
Failure to report to assigned area	5 pts
Failure to report to Homeroom	5 pts
Failure to serve Central Detention:	
1 st offense	1 additional Central Detention
2 nd offense	1 additional Central Detention
3 rd offense	1 day ISAP and serve Central Detentions
Failure to serve teacher detention:	
1 st offense	1 additional teacher detention
Each subsequent offense	5 pts & 2 Central Detentions
Falsifying a fire or security alarm	1 – 10 day OSS and/or other disciplinary action***
Fighting	1-10 day OSS and/or other disciplinary action***
Food in prohibited area including classrooms	5 pts
Forgery	10-20 pts and/or other disciplinary action
Gambling	5-20 pts and/or other disciplinary action***
Harassment, Intimidation and Bullying / Dating Violence	10-40 pts and/or other disciplinary action***
Hazing	10-40 pts and/or other disciplinary action***
Inappropriate physical contact	10-20 points and/or other disciplinary action***
Insubordination toward a staff member	10-40 pts and/or other disciplinary action***
Leaving assigned area without permission	5 pts
Leaving campus without administrative permission	15 pts
Loitering	5 pts



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Lying	5-20 pts and/or other disciplinary action*
Misconduct on school bus	5-20 pts, possible loss of bus privilege and/or other disciplinary action***
Misconduct in Central Detention	No credit & 1 additional detention
Misconduct in class	5-20 pts and/or other disciplinary action***
Misconduct in school	5-20 pts and/or other disciplinary action***
Offensive/inappropriate language or gestures	5-20 pts and/or other disciplinary action***
Parking in unauthorized area	5 pts and loss of parking privilege
Parking in student lot without permission or student decal:	
Seniors	1 day ISAP
Juniors	1 day of ISAP & loss of ability to obtain a parking decal in their senior year
Possession of Firearm/Explosive	alternate education program and/or expulsion
Possession of prohibited item (e.g. – cell phone, iPod, other electronic devices, etc.):	
1 st offense	10 pts & confiscation
2 nd offense	10 pts, confiscation, parents pick-up, & 1 day ISAP
Each subsequent offense	10 pts, confiscation, parents pick-up, & 1 day ISAP
Possession of Weapon (other than Firearm/Explosive)	1 – 10 day OSS and/or other disciplinary action***
Prohibited and/or unassigned area	5-10 pts and/or other disciplinary action***
Provoking a Fight	10-20 pts and/or other disciplinary action***
Smoking/Tobacco (possession/trafficking):	
1 st offense	10 pts & confiscation
Each subsequent offense	10 pts, confiscation, parents pick-up, & 1 day ISAP
Each subsequent offense	1 day of ISAP & confiscation
Smoking/Tobacco – use:	
1 st offense	1 day of ISAP, referral to Student Assistance Counselor
2 nd offense	2 days of ISAP & referral to Municipal Court
Each subsequent offense	3 days of OSS, referral to Municipal Court & parent conference prior to readmission to school
Snowballs (throwing and/or possession)	5-10 pts
Tardy to Class (students start with a "clean slate" each marking period):	



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1 st tardy to class	reminder, teacher contact with student
2 nd tardy to class	reminder, teacher assigned detention
3 rd tardy to class	teacher contact with parent
4 th tardy to class	Central Detention and teacher contact with parent
5 th tardy to class	Central Detention & 5 points
6 th tardy to class	assigned to ISAP
Tardy to class after loss of credit:	
1 st offense	warning
Each subsequent offense	1 pt, 2 pts, 3 pts, 4 pts, etc.
Tardy to homeroom or study hall:	
1 st offense	Warning
Each subsequent offense	1 pt, 2 pts, 3 pts, 4 pts, etc.
Terroristic threat	1 – 10 day OSS and/or other disciplinary action ^{***}
Theft	5-40 pts, restitution and/or other disciplinary action ^{***}
Threatening to assault	10-40 pts and/or other disciplinary consequences ^{***}
Throwing food and/or objects	5-40 pts, restitution and/or other disciplinary action ^{***}
Vandalism	5-40 pts, restitution and/or other disciplinary action ^{***}
Wrongful Entry	10-20 pts and/or other disciplinary action ^{***}

*Students committing academic misconduct are also subject to academic consequences as described under “Cheating and Plagiarizing” in the Bernards High School Parent-Student Handbook

**Students and parents are advised to read the “Drug & Alcohol Policy” listed in the *Bernards High School Student-Parent Handbook*.

***Includes Central Detention, In-School-Alternate-Placement (1-2 days), Out-of-School Suspension (1 – 10 days), and Expulsion.

Please note: Unlisted unacceptable behaviors are assigned points and/or other disciplinary consequences by the school administration in accordance with the severity of the infraction.

2. The school responses to violations of behavioral expectations that are subject to student discipline including suspension or expulsion pursuant to N.J.S.A. 18A:37-2 outlined in a Chart of Student Discipline shall be consistent with the Board’s policies and regulations/procedures on attendance, pursuant to N.J.A.C. 6A:16-7.6 and harassment, intimidation, and bullying, pursuant to N.J.A.C. 6A:16-7.7.



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3. The Principal or designee will maintain a list of community-based health and social service provider agencies available to support a student and a student's family, as appropriate, and a list of legal resources available to serve the community.
4. The Board of Education may deny participation in extra-curricular activities, school functions, sports, graduation exercises, or other privileges as disciplinary sanctions when designed to maintain the order and integrity of the school environment.
5. Nothing in Policy and Regulation 5600 shall prevent the school administration from imposing a consequence for unacceptable student conduct not listed or included in a Chart of Student Discipline.

I. Student Conduct Away from School Grounds

1. The Building Principal or designee has the right to impose a consequence on a student for conduct away from school grounds that is consistent with the Board's Code of Student Conduct, pursuant to N.J.A.C. 6A:16-7.1.
 - a. This authority shall be exercised only when it is reasonably necessary for the student's physical or emotional safety, security, and well-being or for reasons relating to the safety, security, and well-being of other students, staff, or school grounds, pursuant to N.J.S.A. 18A:25-2 and 18A:37-2.
 - b. This authority shall be exercised only when the conduct that is the subject of the proposed consequence materially and substantially interferes with the requirements of appropriate discipline in the operation of the school.
 - c. Consequences for conduct away from school grounds shall be handled in accordance with the Board approved Code of Student Conduct, pursuant to N.J.A.C. 6A:16-7.1, Policy and Regulation 5600, and as appropriate, in accordance with N.J.A.C. 6A:16-7-2, 7.3, or 7.4.
2. School authorities shall respond to harassment, intimidation, or bullying that occurs off school grounds, pursuant to N.J.S.A. 18A:37-14 and 15.3 and N.J.A.C. 6A:16-1.3, 7.1, and 7.7.

J. 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.



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5. If it is determined the misconduct is severe, the student may be suspended from the bus pending a conference with the parent.

K. Students with Disabilities

For students with disabilities, subject to Individualized Education Programs in accordance with 20 U.S.C. § 1400 et seq., the Individuals with Disabilities Educational Improvement Act, N.J.A.C. 6A:14, and accommodation plans under 29 U.S.C. §§ 794 and 705(20), student discipline and the Code of Student Conduct shall be implemented in accordance with the components of the applicable plans.

L. Records

1. Instances of student discipline will be recorded in the student's file in strict compliance with N.J.A.C. 6A:32-7.1 et seq. and Policy and Regulation 8330.
2. When a student transfers to a public school district from another public school district, all information in the student's record related to disciplinary actions taken against the student by the school district and any information the school district has obtained pursuant to N.J.S.A. 2A:4A-60, Disclosure of Juvenile Information; Penalties for Disclosure, shall be provided to the receiving public school district, in accordance with the provisions of N.J.S.A. 18A:36-19(a), and N.J.A.C. 6A:32-7.5.
 - a. The record shall be provided within two weeks of the date that the student enrolls in the receiving district.
 - b. Written consent of the parent or adult student shall not be required as a condition of the record transfer; however, written notice of the transfer shall be provided to the parent or the adult student.
3. When a student transfers to a private school, which includes all sectarian or nonsectarian, nonprofit, institutional day, or residential schools that provide education for students placed by their parents and that are controlled by other than public authority, all student disciplinary records with respect to suspensions or expulsions, shall be provided by the public school district of residence to the private school upon written request from the private school, in the same manner the records would be provided to a public school, pursuant to 20 U.S.C. § 6301, Title IV § 4155 of the Elementary and Secondary Education Act.
4. The Board shall not use a student's past offenses on record to discriminate against the student.
5. All student disciplinary records pursuant to N.J.A.C. 6A:16-7 shall conform with the requirements set forth in N.J.A.C. 6A:16-7.8(d).

M. Annual Review



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The Superintendent will designate a school staff member to coordinate an annual review and update of Policy and Regulation 5600. The Superintendent's designee will:

1. Compile an annual summary report of violations of the student behavioral expectations and the associated school responses to the violations in the Student Discipline/Code of Conduct Policy and Regulation.
2. Convene a Student Discipline/Code of Conduct Committee comprised of parents, students, and community members that represent the composition of the district's schools and community to review the annual summary report and to develop recommendations, if any, to improve and update the Student Discipline/Code of Conduct Policy and Regulation.
3. The Superintendent's designee shall submit the Committee's recommendations, if any, to improve or update the Student Discipline/Code of Conduct Policy and Regulation.
4. The Superintendent will review the Committee's report with school administrators and will determine if the Student Discipline/Code of Conduct Policy and Regulation should be updated.
5. The Superintendent will recommend to the Board revisions to the Student Discipline/Code of Conduct Policy, if needed.

N. Policy and Regulation Publication and Distribution

The Student Discipline/Code of Conduct Policy and Regulation 5600, including the Chart of Student Discipline and all mandatory forms requiring parent or student signatures shall be disseminated annually to all school staff, students, and parents. These documents may be disseminated in handbooks, electronically, or in hard copy form. Principals will ensure these documents are made available to all students on or before the first day of each school year and to transferring students on the first day of their enrollment in this district.

Adopted: 1 October 2008
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Revised: 27 June 2012

Revised: 28 August 2013

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