STUDENT CODE OF CONDUCT

Promoting ethical and responsible student behavior is an essential component of RSU 87/MSAD 23 Board's educational mission.

RSU 87/MSAD 23 is committed to maintaining a safe, respectful and orderly school environment in which students may receive and staff may deliver a quality education without disruption or interference and in which students may develop as ethical, responsible and involved citizens.

To achieve this goal, RSU 87/MSAD 23's Board of Directors has developed this Student Code of Conduct with input from school administrators, staff, students, parents/guardians, and the community. Based on values identified as essential to ethical and responsible behavior~~:~~, the Code articulates the Board's expectations for student conduct.

RSU 87/MSAD 23 Core Values

Respect
Honesty
Compassion
Fairness
Responsibility
Courage

The Board believes that each member of the school community should take responsibility for his/her own behavior. To that end, the Board recognizes the need to define unacceptable student conduct, identify the possible consequences for unacceptable conduct, and ensure that discipline is administered fairly, promptly, and appropriately.

The Student Code of Conduct applies to students who are on school property, who are in attendance at school or at any school-sponsored activity, or whose conduct at any time or place directly interferes with the operations, discipline, or general welfare of the school.

The Student Code of Conduct shall be distributed to students, parents/guardians, and staff through handbooks and/or other methods deemed appropriate by the Superintendent and building administrators.

With rights come responsibilities. Students are expected to demonstrate ethical and responsible behavior consistent with the school community's values. Such conduct is fundamental to a supportive, safe, and orderly school environment and a civil society.

As a school community, we are dedicated to the values of **Respect, Honesty, Compassion, Fairness, Responsibility, and Courage** that contribute to a positive, diverse, safe, and caring learning environment. We are committed to ethical and responsible behavior and will provide leadership and demonstrate courage in the face of this challenge.

General Behavior Expectations and Discipline Policies

The following expectations for student behavior are fundamental to the safe, orderly and respectful environment in our schools. Each student should;

1. Be courteous to fellow students, staff and visitors.
2. Respect the rights and privileges of other students and school staff.
3. Obey all Board policies and school rules governing student conduct.
4. Follow directions from school staff.
5. Cooperate with staff in maintaining school safety, order and discipline.
6. Attend school regularly.
7. Meet school standards for grooming and dress.
8. Respect the property of others, including school property and facilities.
9. Refrain from cheating or plagiarizing the work of others.
10. Refrain from vulgarity, profanity, obscenity, lewdness, and indecency.

Violations of the Code of Conduct may result in disciplinary action. Disciplinary consequences depend upon the seriousness of the violation and the student's prior disciplinary record. Consequences will range from a verbal warning for minor violations up to and including expulsion for the most serious offenses. Behavior that also violates the law may be referred to law enforcement authorities.

Behavioral Threat Assessment and Management

RSU 87/MSAD The Board of Directors recognizes the importance of proactively addressing behaviors that may pose a risk to the safety and well-being of students, staff, and the school community. To that end, the Board adopts a process to provide a systematic, preventive approach to identifying, assessing, responding, and intervening to concerning or threatening behavior. The district utilizes the Comprehensive School Threat Assessment Guidelines (CSTAG) model as its standard protocol.

Each school shall maintain a multidisciplinary Threat Assessment Team, which may include a building administrator, guidance counselor, special education director, superintendent, and, when appropriate, a law enforcement representative. Students, staff, and others are expected to report behaviors that may be harmful, threatening, or indicative of a risk to safety. Such reports shall be promptly reviewed.

The Team shall assess reported behavior to determine the level of concern, including whether a threat is transient or substantive, and shall implement appropriate responses. Responses may include, but are not limited to: safety planning, referral to supports and services, and other interventions designed to address the behavior and support the student. The threat assessment process is preventive in nature and is separate from, but may occur concurrently with, disciplinary action under this Code of Conduct.

The Superintendent/designee shall ensure that appropriate procedures are established for the implementation of this process and that documentation of threat assessments and interventions is maintained in accordance with applicable laws and regulations.

A person who is **Respectful** of self and others

Does:	**Does not:**
• Appreciate diversity • Tolerate views and beliefs that differ from one's own • Support and contribute to a healthy and safe environment	• Participate in activities that have the potential to cause physical or emotional harm • Make derogatory statements about another's gender, sexual orientation, ethnicity, socio-economic class, religion, disability, intellect, or appearance

A person who is **Honest** in all academic endeavors and relationships

Does:	**Does not:**
• Seek to speak the truth respectfully • Recognize that trust is an essential component of all relationships • Interact with others in a sincere and genuine manner • Acknowledge his/her own shortcomings	• Seek to steal from others or cheat • Plagiarize the work of others • Engage in secretive, fraudulent, or manipulative behavior

A person who is **Compassionate**

Does:	**Does not:**
• Treat all people with kindness • Possess an ability to empathize with others • Lend a helping hand to those in need • Seek to understand others	• Tease or taunt others • Seek to judge others • Seek to draw attention to another's shortcomings

A person who is **Fair** in dealing with others

Does:	**Does not:**
• Seek to strike a balance between the needs of the individual and the needs of the community • Understands the difference between justice and vengeance • Treat others the way he/she would like to be treated • Exhibit impartial and even-handed treatment of others	• Engage in malicious criticism • Attempt to further one's own interests at the expense of others • Show favoritism

A person who is **Responsible**

Does:	**Does not:**
• Acknowledge making a mistake • Answer for personal actions or failures to act • Report harmful, hateful, or dangerous behavior to an adult so it may be assessed through the district's threat assessment process	• Rationalize or make excuses for unacceptable behavior or evade the consequences or personal actions

Expectations

The following is a summary of RSU 87/MSAD 23's expectations for student behavior. In many cases, the Board of Directors has adopted policies that address these expectations in greater detail. Students, parents, and others should refer to the policies and student handbook for more information about the expectations and consequences. In cases of an inconsistency between the Code of Conduct, School Board policies and/or school handbooks, School Board policies will prevail.

A. Violence and Threats

Students shall not engage in violent or threatening behavior. Prohibited behaviors include fighting, assaults and/or battery, taking hostages, threats to commit violence against persons or property, or threats, intimidation or harassment. Reports of violence or threatening behavior shall be evaluated in accordance with the district's threat assessment process. Violations may also result in disciplinary action up to and including expulsion, consistent with this Code of Conduct.

See Policies: JICIA – Weapons, Violence and School Safety
EBCC – Bomb Threats

B. Weapons

Students shall not possess or use weapons of any kind (examples include but are not limited to firearms, explosives and knives). Students also shall not use any object, although not necessarily designed to be a weapon, to inflict bodily hard and/or threaten, intimidate, coerce or harass another person (examples include but are not limited to bats, lighters, tools, and toy weapons). Firearm violations will result in expulsion in accordance with state and federal statutes; other weapons violations may result in disciplinary action up to and including expulsion.

See Policies: JICIA – Weapons, Violence and School Safety

C. Bullying

Bullying is not acceptable conduct in RSU 87/MSAD 23 schools and is prohibited. Any student who engages in conduct that constitutes bullying shall be subject to disciplinary

consequences including suspension and expulsion. A student's bullying behavior may also be addressed through other behavioral interventions.

See Policy: JICK – Bullying

D. Hazing

Hazing is prohibited. Maine law defines injurious hazing as "any actions or situation, including harassing behavior, that recklessly or intentionally endangers the mental or physical health of any school personnel or a student enrolled in a public school." No student shall plan, encourage, or engage in such activities in connection with any school program or activity, including extracurricular, co-curricular and athletic activities. Students who engage in hazing activities are subject to suspension, expulsion and/or other appropriate disciplinary measures.

See Policy ACAD – Hazing

E. Discrimination and Harassment/Sexual Harassment

Students should not discriminate against other students on the basis of race, color, sex, sexual orientation, religion, ancestry, national origin, age, or disability. Sexual harassment is also prohibited. Harassment is grounds for disciplinary action up to and including expulsion.

See Policies: AC – Nondiscrimination/Equal Opportunity and Affirmative Action
ACAA – Harassment and Sexual Harassment of Students

F. Drug and Alcohol Use

Students shall not distribute, possess, use or be under the influence of "bath salts" or of any alcoholic beverage, drug or look-alike substance as described in the School Board Policy. Violations may result in disciplinary action up to and including expulsion from school.

See Policy JICH – Drug and Alcohol Use by Students

G. Tobacco Use

Students shall not smoke, use, possess, sell, or distribute any tobacco products. This prohibition also applies to e-cigarettes and products and paraphernalia associated with "vaping." Violations may result in disciplinary action up to and including expulsion from school.

See Policy ADC – Tobacco-Free Schools: Use and Possession of Tobacco and Electronic Smoking Devices

H. Conduct on School Buses

Students must comply with all School Board policies and school rules while on school buses. Students who violate these policies and rules on a school bus may have their riding privileges suspended or revoked, and may also be subject to additional disciplinary action, up to and including expulsion, depending on the particular violation.

See Policy JICC – Student Conduct on School Buses

I. Computer/Internet Use

Students may use school computers, networks and Internet services only for educational purposes. Students shall comply with all policies and rules governing acceptable use. Unacceptable use may result in suspension or cancellation of computer privileges as well as additional disciplinary and/or legal action.

See Policy IJNDB – Student Computer and Internet Use and Internet Safety

J. Extracurricular Code of Conduct

Students must follow all School Board policies and school rules while participating in athletics and extracurricular activities. Students who violate policies and rules may be subject to suspension or removal from the team/activity as well as additional disciplinary action under the applicable School Board policies and/or school rules.

See Policy JJIC – Participation in Extra-Curricular Activities at Caravel Middle School

Discipline

Violations of the Code of Conduct may result in positive and restorative interventions and/or disciplinary action. School administrators have the discretion to tailor discipline to the facts and circumstances of the particular situation. Disciplinary consequences will range from a verbal warning for minor misconduct up to and including expulsion for the most serious offenses.

The following limitations on expulsions and out-of-school suspensions for students in grade 5 or below:

1. Students in grade five or below may only be expelled for violations of the federal Gun-Free Schools Act, as provided in 20-A MRSA § 1001(9-A). The Superintendent may determine on a case-by-case basis, in writing that an expulsion is not required.

2. Students in grade five or below may not receive an out-of-school suspension except when a student a) has violated the federal Gun-Free Schools Act or b) presents an imminent danger of serious physical injury to the student or others, and it is determined that less restrictive interventions would be ineffective.

3. Any out-of-school suspension of a student in grade five or below can be no longer than three school days.

4. Recess may not be withheld as a consequence of violating this Code of Conduct by any student enrolled in grade five or below, except when recess is the only time when restorative interventions can occur.

Removal of Disruptive/Violent/Threatening Students

1) Students who are disruptive, violent or threatening death or bodily harm to others may be removed from classrooms, school buses, or other school property when necessary to maintain order and safety. The staff member who orders the student removed should arrange to have the student escorted to the office or other designated location.

2) If a student does not comply with a staff member's order to leave, the staff member will contact an administrator or, if not available, another suitable person who shall respond promptly.

3) Staff members should not use force or restraint, except only to a minimum extent necessary to protect any person from imminent physical harm. Staff members are not required to take action that puts them at risk of serious injury.

4) The responding administrator will take appropriate action. If the student fails to obey verbal directions, force or restraint may be used only to the minimum extent necessary to protect any person from imminent physical harm or to quell a disturbance. Whenever practicable, law enforcement should be called to restrain or physically remove the noncompliant student. The administrator may invoke the School Board's Emergency Response Plan, if appropriate.

See 20-A M.R.S.A. § 4009 – Protection from Liability
See Emergency Response Plan

Special Services

1) **Referral.** The School Board has adopted policies and procedures for determining when a student shall be referred for special services.

   See Policies: IHBBA – Referral and General Education Interventions
   IHBAC – Child Find

2) **Review of Individual Education Plan.** The school shall schedule an IEP meeting to review the IEP of a student who has been removed from class when: a) school officials and/or the parent/guardian believes the student may present a substantial likelihood of injury to himself/herself or to others; b) the class removal is sufficient to constitute a change in the student's special education program; or c) school officials or the parent/guardian believes that the student's behavior may warrant a change in educational programming.

   See Policy JKF – Disciplinary Removals of Students with Disabilities

Referrals to Law Enforcement Authorities

The Superintendent and administrators have the authority to seek the assistance of law enforcement authorities when there is a substantial threat to the safety of the schools, students, or staff. The Superintendent/administrator may also inform law enforcement authorities when they have a reason to suspect that a student or staff member may have violated a local, state or federal statute. All serious offenses, as determined by the Superintendent, must be reported to law enforcement authorities.

Dissemination of System-wide Student Code of Conduct

The system-wide Student Code of Conduct shall be distributed to all staff, students and parents/guardians through handbooks and/or other means selected by the Superintendent and building administrators.

Legal Reference: 20 – A M.R.S.A. §§ 254 (11); 1001 (15)

Cross Reference: Taking Responsibility: Standard for Ethical and Responsible Behavior in Maine Schools and Communities (Report of the Commission for Ethical and Responsible Behavior, February 2001)

MSAD 23/RSU 87 Discipline and Behavior Related Offenses and Consequences

The following range of consequences should apply in most circumstances. In unusual or extreme cases, this range may not be appropriate. For cases involving absences, truancy, class cutting, tardiness, to school or class, the intention is not to remove the student from school or the classroom setting except in extreme circumstances. All attendance related offenses must be dealt with in accordance with the RSU 87/MSAD 23 Board of Directors' attendance policy.

I Staff/Administrative Response	II Parent/Guardian Involvement	III Reallocation of Student's Time	IV Exclusion from Normal School Activities	V Expulsion
Options ● Verbal Reprimand ● Time-out or out of classroom ● Loss of privileges ● Teacher / Admin conference with Student ● Contact with parent	**Options** ● Phone call to parent / guardian ● Written notification ● Conference with parent / guardian ● Parent / Guardian accompanies student to school / class	**Options** ● Detention ● Campus clean up ● In-school suspension ● Saturday / vacation school (parent/guardian notification required)	**Options** ● Restricted access ● Suspension ● Alternate placement (parent/guardian notification required)	**Options** (parent/guardian notification required)

Restitution for loss or damage may be requested in addition to any of the above consequences. When appropriate, law enforcement will be involved.

Offense	Definition	Range
Absence - Unlawful	An absence for a day or any portion of a day for any reason other than those cited as excused and/or failure to bring a note written by a parent/guardian to verify an excused absence.	I to IV
Alcohol Violation	Possession or use of any alcoholic substance; including possession with intent to sell, give, deliver, or distribute.	IV to V
Arson / Fire	Attempting to, aiding in, or setting fire to a building or other property.	IV to V

Bus Misbehavior	Any violation of school system policy or bus driver rules occurring on a school bus.	I to IV
Cheating / Academic Dishonesty	Copying, plagiarizing, altering records, or assisting another in such actions.	I to IV
Computer / Electric Communication Misuse	Any unauthorized use of computers, software, or internet/intranet, accessing inappropriate websites. Misuse of a website, internet/intranet account or internet/intranet resources.	I to V
Cutting Class	Unexcused absence from a class or mandatory school activity.	II to IV
Defamation	False or private statements or representations about an individual or identifiable group of individuals that harm the reputation of the person or the identifiable group by demeaning them.	II to IV
Destruction of Property / Vandalism	Damage, destruction, or defacement of property belonging to the school or others.	I to IV
Discrimination	Use of race, color, creed, national origin, religion, physical or mental disability, age, gender, marital status, physical traits, or sexual orientation as a basis for treating another in a negative manner.	II to V
Disrespect Toward Adults	Inappropriate comments or physical gestures to teachers, staff members, or other adults in the school community.	I to IV
Disruption, classroom	Behavior that interferes with the learning of others in any learning environment.	I to IV
Disruption, inciting and / or participating	Behavior disturbing the atmosphere or order.	I to V
Disruption, school	Behavior that interferes with the safe and orderly environment of the school or school activity.	I to IV
Drug Violation	Possession or use of (including possession with the intent to sell, give, deliver, or distribute) any inhalants or other intoxicants, controlled dangerous substances including prescription drugs, over-the-counter medicines, look-alikes, and substances represented as controlled dangerous substances, or drug paraphernalia.	IV to V
Extortion / Strong Arming / Blackmail	The process of obtaining property from another, with or without that person's consent, by wrongful use of force, fear, or threat.	IV to V

Failure to Serve Assigned Consequences	Failure to serve detention, Saturday or vacation school, suspension, or other assigned consequence.	I to IV
Bomb Threats / False Alarms	Initiating a report warning of fire or other catastrophe without valid cause, misuse of 911, pulling a fire alarm, or discharging a fire extinguisher.	II to V
Fighting	A hostile confrontation with physical contact involving two or more students.	III to V
Fireworks or Explosives	Possession, use and/or threat to use firecrackers, smoke bombs, flares, combustible or explosive substances, or combinations of substances or articles.	IV to V
Forgery	To use, make, or reproduce another's signature for deceptive purposes.	I to IV
Gambling	Wagering money or property.	I to IV
Harassment	A sufficiently severe action or persistent pattern of actions or statements directed at an identifiable individual or group which are intended to be or which a reasonable person would perceive as ridiculing or demeaning.	II to V
Hazing	Intentional or reckless act directed against another for the purpose of initiation into, affiliating with, or maintaining membership in any school-sponsored activity, organization, club, or team.	IV to V
Indecent Exposure	Exposure to sight of the private parts of the body in a lewd or indecent manner.	II to V
Insubordination	Refusing to follow reasonable directions of teachers, staff, administration, including failure to identify self.	III to V
Intimidation	Engaging in actions or statements that put an individual in fear of bodily harm.	I to IV
Leaving School Grounds Without Permission	Leaving school grounds during regular school hours without written or verbal permission from parent/guardian or someone listed on the emergency procedure card.	III to IV
Pager / Cell Phone	Carrying, wearing, or using an unauthorized portable electronic communication device (not following procedures as outlined in the student handbook).	I to IV
Physical Attack on Students or Others	Aggressive action, with physical contact, directed at another person, student, or non-student on school	IV to V

	grounds or at a school-sponsored event.	
Profanity	Using vulgar or abusive language, cursing, or swearing.	I to IV
Sexual Behavior	Behavior of a sexual nature including consensual sexual activity; possession of pornographic materials.	II to IV
Sexual Harassment	Unwanted and inappropriate verbal, written, or physical conduct of a sexual nature directed toward others.	II to V
Stalking	A malicious course of conduct that includes approaching or pursuing another person with the intent to place that person in reasonable fear of serious bodily injury or death; or that a third person will likely suffer serious bodily injury or death.	IV to V
Tardiness	Lateness to school or class.	I to IV
Theft	Taking or obtaining property of another without permission or knowledge of the owner.	II to V
Threat to Staff, Physical or Verbal	Expression, conveyed by word or action, of intent to do physical harm to another staff member.	IV to V
Threat to Student, Physical or Verbal	Expression, conveyed by word or action, of intent to do physical harm to another student.	III to V
Tobacco Use / Possession	Possession or use of any tobacco products, including possession with the intent to sell, give, deliver, or distribute.	III to V
Trespassing	Unauthorized presence on school property including while on a restrictive trespass, suspension, or expulsion.	II to V
Truancy	Unexcused absence without parental knowledge.	III to V
Uncooperative Behavior	Intentional failure to follow reasonable directions of a staff member or to participate cooperatively in a school or class activity.	I to IV
Weapons Violations	Possession of an object or implement capable of causing harm or used in such a way as to cause harm to another. This includes all guns, including pellet and BB guns, knives, and any implement, visible or concealed, possessed under a circumstance that would reasonably lead a person to believe it was a weapon.	IV to V