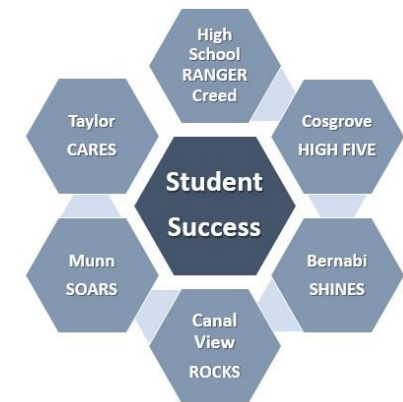


Spencerport Central School District

Code of Conduct (Abridged)

2023-2024



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What are the periods of Suspension?

For the safety of students and school personnel, some actions call for a minimum period of suspension regardless of the circumstances. The student and parent will both be notified of the disciplinary action and given opportunity for an informal conference for short-term suspensions or a hearing for long-term suspensions. *A student with a disability may be suspended only in accordance with the requirements of state and federal law.*

Weapon or Firearm

Those in possession of a firearm or a knife with a blade excess of 2.5 inches will be subject to suspension for at least one calendar year. The student will have an opportunity for a hearing pursuant to Education Law §3214.

Violent Acts

Any student, other than a student with a disability, who is found to have committed a violent act, other than bringing a firearm on school property, is subject to suspension from school for at least two days.

Disruption of education

Any student who repeatedly is substantially disruptive of the educational process or substantially interferes with the teacher's authority over the classroom may be suspended from school for up to five days or a long term suspension may be sought.

Tobacco products, alcohol or other drugs on school grounds or school events

Any student who is in possession of, selling, distributing or sharing alcohol, cannabis (marijuana), an illegal drug including prescription or over the counter medications, mood altering substance, look alike drug or alcohol, drug paraphernalia including electronic cigarettes (vapes) when a substance other than nicotine is present or is under the influence of a drug, cannabis (marijuana) or alcohol will be subject to suspension from school.

Students in possession of tobacco products or use tobacco on school grounds or school events will be subject to a suspension for up to 5 school days. Subsequent offenses will be referred to the Superintendent of Schools for possible long term suspension from school.

The Superintendent has the authority to modify suspensions on a case-to-case basis.

Rights, Responsibilities, and Expectations

The District commits to creating learning communities in which all members are understood to be growing, caring, respectful peoples. To that end, all members should have the right to expect:

- An environment that deeply supports teaching and learning
- Fair and respectful treatment throughout the community, with a full opportunity to be heard
- Non-discrimination and equal treatment with respect to all school activities.
- Open and transparent communication and explanation of school procedures, rules, and policies.
- Commitment throughout the school to policies aimed at growth as a learning community and at growth of each individual member of the community.

The Dignity for All Students Act (Dignity Act) requires that no student is subject to discrimination or harassment, based on a person's actual or perceived race, color, weight/ appearance, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity or sex by school employees or students on school property, on a school bus, at a school function or that is initiated off school grounds and has the potential to adversely affect another student's ability to participate in or benefit from a school's education or extracurricular program.

All students also have the responsibility to promote a positive learning environment. Those responsibilities include: respecting other people; attending school ready to learn; work to the best of their ability; dressing appropriate for school; maintaining a healthy life-style; and knowing and working toward the district and state standards.

Essential Partners and PBIS

Parents, teachers, principals and all other employees of the school district are essential partners in providing an ideal learning environment and in helping students achieve academic success.

Spencerport employs the strategies in the PBIS (Positive Behavioral Intervention and Supports) model to implement the Code of Conduct. Each school reviews discipline data regularly and develops plans to both acknowledge and maintain appropriate behaviors while creating interventions for inappropriate behaviors.

All district staff are expected to contribute to a positive learning environment, in part by maintaining a climate of respect and dignity, which strengthens students' self-concept and promotes the confidence to learn. Teachers are responsible for communicating regularly with students and parents.

Educating our community's children is a partnership that requires the full participation of students, parents, teachers, support staff, the superintendent and the board of education. This partnership creates a foundation for a rich student learning environment

Visitors to the School

The board encourages parents and other community members to visit the district's schools. However, since schools are a place of work and learning, there are certain limits. The school principal or designee is responsible for all people in the building and on the grounds. Anyone who is not a regular staff member will be considered a visitor. For these reasons, the following rules apply to visitors:

- All visitors must present photo ID when signing in at the greeter's desk and receive a visitor's name badge, which must be worn at all times when in the school.
- Visitors attending school events open to the public after the end of the school day are not required to register.
- Parents and others who wish to observe a classroom while school is in session must make advanced arrangements with the school principal and classroom teacher
- Any unauthorized person on school property will be reported to the principal and will be asked to leave. The police may be called if the situation warrants.
- All visitors are expected to abide by the district's Code of Conduct for public conduct on school property. No person, either alone or with others shall:
 - Possess, consume, buy, sell, distribute, manufacture or exchange electronic cigarettes or vapes, alcoholic beverages, illegal substances or drug paraphernalia, or be under the influence of any aforementioned items.
 - Possess, smoke or use or distribute cigarettes, cigars, pipes, smokeless tobacco, or any product containing nicotine or tobacco.
 - Disrupt the orderly conduct of classes, school programs or other school activities.
 - Refuse to comply with any reasonable directive of identifiable school officials performing their duties

For more information about Spencerport's Code of Conduct, please talk to a teacher or principal. You are encouraged to review the full **Code of Conduct**, which is available in the office of your school. It is also available on the district website.

Code of Conduct: Why do we need one?

Students learn best in an environment that is safe and orderly, without disruption or interference. Spencerport Central School District's Code of Conduct promotes this ideal learning environment, which is based on the principles of civility, mutual respect, dignity, citizenship, character, tolerance, honesty and integrity. The intent of the Code of Conduct is to promote positive behavior, which will lead to the greatest success for all learners in the school community. To achieve this goal, all members of the community are expected to learn and exhibit the following characteristics:

Responsible Behavior

Contributing to a safe and orderly environment
Contributing to a productive learning environment

Mutual Respect

Respecting themselves and others
Respecting differences in others

Personal Dignity

Maintaining a healthy lifestyle
Putting forth best efforts in whatever one attempts

Personal Excellence

Communicating needs that relate to learning
Valuing lifelong learning

The Code of Conduct is implemented at all school events, on or off school property including on the school bus.

What is the Dress Code?

The responsibility for the dress and appearance shall rest with the students and their parents/guardians. Students have the right to determine how they dress, provided that such attire complies with requirements for health and safety, does not interfere with the educational process, or impose on the rights of others.

All students are expected to follow these guidelines:

- Footwear must be worn at all times
- Items that are perceived to be vulgar, obscene, and/or offensive others because of race, color, religion, creed, national origin, gender, gender expression, gender identity, sexual orientation or disability, are NOT allowed.
- Items that promote and/or endorse the use of alcohol, cannabis (marijuana), tobacco or illegal drugs and/or encourage other illegal or violent activities are NOT allowed.
- Hats and other headwear, if allowed, must allow the face to be visible to staff, and not interfere with the line of sight of any student or staff. Exceptions will be made for medical, religious, or cultural purposes.

Each principal has the responsibility to set the building's dress code and they will inform all students and their parents/guardians of the building's dress code at the beginning of the school year and of any revisions made during the school year. Those who violate the dress code will be required to cover or remove the prohibited item and, if necessary, replace it with an acceptable item. Any student who refuses may be subject to discipline, up to and including in-school suspension. Repeated failure to comply with the dress code may result in further discipline, up to and including out-of-school suspension.

What are our expectations for Student Conduct?

All students are expected to conduct themselves in an appropriate and civil manner, with proper regard for the rights and welfare of other students, district personnel and other members of the school community, and for the care of school property.

The best discipline is self-imposed, and students must learn to accept responsibility for their own behavior, as well as the consequences of their misbehavior. District personnel are expected to pursue disciplinary action only when necessary and to place emphasis on the students' ability to grow in self-discipline.

Students may be subject to disciplinary action when they:

- Engage in bullying (hostile activities) which could include the use of electronic media that harms or induces fear through the threat of further aggression and/or creates terror.
- "Discriminate" or "harass" mean an act against any student on school property or at a school events that creates a hostile environment by conduct with or without physical contact and/or verbal threats, intimidation or abuse, of such severe nature that:
 - has or would have the effect of unreasonably and substantially interfering with a student's educational performance opportunities or benefits, or mental, emotional and/or physical well being
 - reasonably causes or would reasonably be expected to cause a student to fear for his or her physical safety
 - Such conduct shall include, but not be limited to, threats, intimidation, or abuse based on a person's actual or perceived race, color weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender (identity and expression) or sex.
- Engage in conduct that is disorderly, such as running in the hallways, using profane language and misusing computers
- Engage in insubordinate conduct, such as failing to comply with the reasonable direction of school personnel
- Engage in violent conduct or threaten to commit an act of violence
- Engages in off-campus conduct that interferes with, or can reasonably be expected to substantially disrupt, the educational process in the school, on school property or at a school event. Examples of such conduct include, but are not limited to:
 - cyber-bullying (i.e., inflicting willful and repeated harm through the use of electronic text
 - threatening or harassing students or school personnel over the phone or other electronic medium
- Possess or threaten to use a weapon or display what appears to be a weapon
- Intentionally damage the property of another person or the school
- Conduct endangering the health, welfare, safety and/or morals to self or others, such as:
 - Selling, possessing or distributing obscene material
 - Using vulgar or abusive language, bullying, or harassment
 - Possessing, using, smoking or distributing electronic cigarettes and materials for use in e-cigarettes and tobacco products.
 - Possessing, consuming, buying, selling, distributing or exchanging electronic cigarettes or vapes, materials for use in electronic cigarettes or vapes, alcoholic beverages, cannabis (marijuana), illegal substances or drug paraphernalia, or being under the influence of any of the aforementioned items.

"Illegal substances" include, but are not limited to, inhalants, synthetic cannabinoids, cocaine, LSD, PCP, amphetamines, heroin, steroids, look-alike drugs, mood altering substances, bath salts, incense, herbal mixtures and any substances commonly referred to as "designer drugs."

- Inappropriate physical contact or display of affection; sexual harassment (verbal or physical); Sexual Offenses – Forced, or Other
- Initiating a report warning of fire or other catastrophe without valid cause, falsely reporting a bomb threat or discharge of a fire extinguisher
- Inciting, or participating with, other students to intimidate or to act with physical violence upon any other person.
- Opening/propping a locked door to allow others to enter
- "Internet bullying" (also referred to as "cyber-bullying") including the use of instant messaging, email, websites, chat rooms, text messaging, or by any other electronic means when such use interferes with the operation of the school; or infringes upon the general health, safety and welfare of students or employees
- Recording, or posting, electronic audio or images of any individual or group without staff permission that causes harm directly or indirectly.
- Engaging in Disruptive Behavior, such as:
 - Driving to school and parking on school grounds without permission
 - Engaging in any form of academic misconduct
 - Bringing a lighter or matches to school
 - Bringing loaded or blank cartridges or ammunition onto school property
 - Unauthorized use of electronic communication devices, i.e. cell phones, texting, pictures, calls during the instruction day or on the bus including sending sexually explicit messages or photos or any violation of the Acceptable Use Guidelines.

Disciplinary Action

Discipline is most effective when it deals directly with the problem at the time and place it occurs. Disciplinary action will be firm, fair and consistent. Penalties are based on the following:

- The student's age
- The nature of the offense and the circumstances that led to the offense
- The student's prior disciplinary record
- The effectiveness of other forms of discipline
- Information from parents, teachers and/or others, as appropriate
- Other extenuating circumstances

Discipline will generally be progressive. A student's first violation will usually merit a lighter penalty than subsequent violations. Restorative practices may be used to allow for alternative approaches to discipline.

If the conduct of a student is related to a disability, the student shall be referred to the Committee of Special Education. ***Discipline, if warranted, shall be administered consistent with the separate requirements of this Code of Conduct for disciplining students with a disability or presumed to have a disability.***