

# Vicksburg Community Schools Administrative Guidelines

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## **5500D - POSITIVE DISCIPLINE PLAN (MIDDLE SCHOOL)**

### **PREAMBLE:**

Vicksburg Community Schools is dedicated to creating and maintaining a positive learning environment for all students. Teachers, administrators, parents, and students must assume a responsible role in promoting behavior that enhances academic and social success. Courteous, respectful, and responsible behavior fosters a positive climate for the learning community.

The Student Code of Conduct sets forth student rights and responsibilities while at school and school related activities, and the consequences for violating school rules. When determining the appropriate action to be taken as a consequence of student misconduct, school officials may use intervention strategies and/or disciplinary actions, depending upon the severity or repetition of misconduct; age and grade level of the student; circumstances surrounding the misconduct; impact of the student's misconduct on others in the school community, and any other relevant factors. The Student Code of Conduct will be administered uniformly and fairly, without partiality or discrimination.

### **When and Where the Student Code of Conduct applies:**

The Student Code of Conduct applies before, during, and after school:

- A. when a student is at school;
- B. "at school" means in a classroom, elsewhere on school premises, on a school bus or other school related vehicle, or at a school-sponsored activity or event, whether or not it is held on school premises;
- C. When a student's conduct at any other time or place has a direct and immediate effect on maintaining order and discipline, or on protecting the safety and welfare of students or School District staff; and
- D. when a student is using school telecommunications networks, accounts, or other District services.

### **Student Rights and Responsibilities:**

Individual rights relate to individual responsibilities and must be seen in relationship to the safety, health, and welfare of all students in each school.

Expectations of student conduct should be kept within the bounds of reasonable behavior expected of all members of the community. Students should have freedom and encouragement to express their individuality in school, as long as their conduct does not intrude upon the freedom of others. This applies

profanity, or sexually suggestive connotations;

6. advocates or advertises alcohol or tobacco products;
7. implies, initiates, or advertises gang affiliation.

**Violations:** Exclusion from school until acceptable standard is met, and/or detention periods. Continued violations will be considered insubordination.

**Middle school students shall abide by the following guidelines:**

- Pants should be worn on the hips, no sagging or overly baggy clothes shall be worn.
- All shirts must have a strap, and the strap must be a minimum of two (2) inches in width.
- No bare midriffs, shirts must cover the entire middle section of a student's body.
- Spaghetti straps, tube tops, and around-the-neck halters are not allowed unless covered by a shirt.
- Undergarments should not show. Bathing suits or parts of suits and pajamas are not to be worn.
- Shorts and skirts must come down at least to the end of the index finger when hands are at the side.

**M. Extortion**

A student will not make another person do any act against his/her will, by force or a threat of force, expressed or implied.

**First Violation:** Five (5) days suspension. Appropriate notification of police.

**Second Violation:** Recommendation for expulsion.

**N. Failure to Serve Assigned Detention**

A student will not fail to serve an assigned detention of which students and/or parents/guardians have been notified.

**First Violation:** Failure to serve the detention will result ~~in a second detention being issued~~ an ASBP.

**Second Violation:** Failure to serve ~~both detentions~~ the ASBP will result in one (1) day of in-house suspension. ~~The student will be required to make up all detention time.~~

O. **False Accusation of School Employee:**

A student shall not make a false accusation about a school employee.

**First Violation:** Five (5) to ten (10) days suspension contingent upon the severity of the infraction, with possible request for expulsion and/or notification of police, if appropriate.

**Second Violation:** Recommendation for expulsion. Notification of police.

P. **False Fire Alarm or Bomb Report; Tampering with Fire Alarm System**

Unless an emergency exists, a student will not intentionally sound a fire alarm or cause a fire alarm to be sounded, nor will a student falsely communicate or cause to be communicated that a bomb is located in a building or on school property, or at a school-related event. These acts are prohibited, irrespective of the whereabouts of the student. A student will not destroy, damage, or otherwise tamper with a fire alarm system in a school building.

If a student enrolled in grade 6 or above makes a bomb threat or similar threat directed at a school building, or other school property, or a school-related event, then the School Board or its designee shall suspend or expel the student from the School District for a period of time as determined in the discretion of the School Board or its designee. (M.C.L. 380.1311a[2])

**First Violation:** Ten (10) days suspension, parent conference, file complaint with police, seek recovery of damages through court of competent jurisdiction, possible recommendation for expulsion.

Any material handed out by students or displayed on school property must be approved by the school principal or designee before it may be distributed or displayed to other students. When concerns or grievances arise, the best way to resolve the issue is through communication. No student will be harassed by any staff member or need fear reprisal for the proper expression of a legitimate concern. Any suggestions, concerns, and grievances may be directed to the principal or to the student government.

**First Violation:** Warning and/or detention periods, and up to three (3) days suspension.

**Second Violation:** Five (5) days suspension from school.

## JJ. **Tardiness**

A student will not fail to be in his/her place of instruction at the assigned time without a valid excuse.

1. Three (3) unexcused tardies per semester, per class, will result in a minimum of two (2) lunch detentions. ~~one-half (1/2) hour detention, but not less than accrued time of the first three (3) violations.~~ Six (6) tardies per semester will result in ~~After School Behavior Program (ASBP)~~. a one (1) hour after school detention.
2. Continued tardiness (nine (9) tardies per class per semester) will result in ~~a Saturday School~~ an ASBP. Continued tardiness ~~(ten (10) (twelve [12] or more) per class per semester or more)~~ will be viewed as an act of insubordination and ~~will be dealt with accordingly (see insubordination)~~. result in one day in-house suspension.
3. Periodic and random tardy sweeps will be conducted, and will result in a lunch detention.

## KK. **Technology Abuse**

A student will not violate the District's "Technology Use Guidelines". The use of the District's Network resources is limited to support of the academic program.

The use of District resources is limited to support of the academic program. The use of the Network/Internet is a privilege that may be revoked by the District at any time and for any reason. Appropriate



## E. Damaged, Lost, and Stolen Property

Vicksburg Community Schools cannot and will not be responsible for damaged, lost or stolen articles, regardless of location on school property.

### Recordkeeping and Review

*A record keeping process will be developed which will enable principal and staff to identify patterns of discipline problems. This plan will be reviewed on a regular basis. This review will be done by the principal in cooperation with the school staff and parents.*

## SUSPENSION OR EXPULSION OF STUDENTS

### TYPES OF DISCIPLINARY ACTION AND DISCIPLINARY PROCEDURES

#### A. DETENTIONS:

##### AFTER SCHOOL DETENTION:

This is detention time that must be served after school. Parents will receive written notification one (1) day in advance of detention, and are responsible for the student's transportation home after the detention period. ~~Students will be given assigned duties during this time period.~~ Failure to serve detention will result in ~~an~~ a second detention being issued. Failure to serve the ASBP ~~both detentions~~ will result in in-house suspension of ~~at least~~ one (1) day. ~~The student will make up all detention time.~~

**Note:** All detentions will be served after school, unless otherwise specified by school personnel.

#### B. CLOSED CLASS:

A teacher may exclude a student for one (1) day from class for serious violation of classroom rules. A school administrator may keep a student out of class or classes due to serious misconduct or continued behavior problems.

In order to re-enter the classroom, a parent/guardian conference will be required.

#### C. AFTER SCHOOL BEHAVIOR PROGRAM (ASBP): The ASBP ~~will be held~~ on Tuesdays ~~and Thursdays~~ of every week from 2:45 - 4:45.

Parents will be notified by telephone or email at least one (1) day in advance of an assigned ASBP. Students are expected to be on time and have work to complete while serving ASBP. Parents/guardians are responsible for transportation home after the ASBP is completed. Failure to serve the assigned ASBP will result in a one (1) day in-house suspension. an additional ASBP being issued. Failure to then serve one (1) of the two (2) ASBP's will result in a session of Saturday School in addition to making up all missing ASBP time.

- D. SATURDAY SCHOOL: Saturday school will be held twice a month, every other Saturday from 8:30 a.m. to 11:30 a.m. at Vicksburg High School. Parent will be notified by telephone or email of an assigned Saturday School. While assigned to Saturday School, the following rules apply:
1. Students must report to an assigned Saturday School. A doctor's note will be the only acceptable excuse.
  2. Students must report to assigned room by 8:30. Doors will be locked no later than 8:35. Students arriving late will not be allowed to serve Saturday School on that day.
  3. Students will be required to stay for the entire three (3) hours to complete an assigned Saturday School.
  4. Disruption, insubordination, or sleeping will result in removal from Saturday School. Students removed will be required to make up the Saturday School.
  5. No electronics allowed in Saturday School, i.e., cell phones, IPODS, MP3 players, hand held games, etc.
  6. Bathroom breaks will be provided. No wandering of the building during break time. Students will be required to complete school work, read quietly, draw quietly, or study.
  7. Students are responsible to bring their own materials. Students will not be allowed to go to lockers or the library.
  8. If a student fails to report for an assigned Saturday School, an additional Saturday School will be issued by an administrator on the following Monday. In addition, any student who fails to serve an assigned Saturday School will immediately become ineligible for athletics, extra-curricular activities, sporting events, etc., and should only be on campus during school hours. The student will regain eligibility and privileges once the initial Saturday School is completed.