

Students

Conduct and Discipline

Virtual/Remote Learning Code of Conduct

The Board of Education (Board) believes standards of conduct are just as important in the District's virtual (online) classroom environments as they are in brick and mortar schools and appropriate student behavior is expected. To ensure that all students and their families understand the behavioral expectations and norms for an online environment, the Board has established a "Virtual Learning Code of Conduct" that all students will be expected to follow.

The Virtual Learning Code of Conduct (Code) addresses student's online interactions with the Derby School District faculty, staff, and other students as well as students' individual actions. The Code is intended to complement, not replace, existing regulations and District policies, including those related to acceptable computer and network use, social media, electronic communications, and data security. The following expectations apply to all platforms used by the District and synchronous (live) lesson environments.

Interactions with Faculty and Staff

1. Students are expected to use respectful language when speaking and when communicating through text and/or chat features. Students should address District faculty and staff members using the appropriate title (Mr. Mrs. Miss, Ms., or Dr.) and the faculty or staff member's last name only.
2. Students are not to use obscene, profane, threatening, and/or disrespectful language or images in any communication with District faculty or staff and/or other students.
3. Students must use a self-photo, or "selfie," and video feed background that is appropriate for an educational environment. District faculty and administration reserve the right to determine if a profile picture and/or video feed background is inappropriate. Students using an inappropriate profile picture or video feed background will be required to update their settings.

Interactions with Other Students

1. All communication with other students in the virtual classroom must be course-related (or class-related) in nature and must be polite, courteous, and respectful. The sending of unsolicited emails and/or messages to other classmates is prohibited.
2. All communications with other students in any forum, course related email, discussion post, etc., must be polite, courteous and respectful.

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Interactions with Other Students (continued)

3. The integrity and authenticity of student work is taken seriously and may be checked using a variety of technologies. Copying the work of others, allowing others to knowingly copy a student's work, doing another student's (or your child's) work, and/or misusing content from the Internet is prohibited and could result in disciplinary action in accordance with the District's policy pertaining to cheating/plagiarism. Final grades at the high school level may be rescinded if a student is found to have cheated or plagiarized after the grade has been posted.
4. Students are not to use obscene, profane, threatening, or disrespectful language or images in any communications with other students.
5. Students are not to send or post discriminatory or harassing messages or images.
6. Students will not use the virtual classroom environment to engage in bullying conduct.
7. While using the virtual classroom environment, students will not view or exchange pornographic materials.
8. Students are expected to be dressed appropriately for all synchronous lessons. The District's student dress policy will apply to all virtual learning environments.

Prohibited Conduct in the Virtual Classroom

The following conduct is prohibited during student participation in virtual classroom activities:

1. Attempting to send or sending anonymous messages of any kind.
2. Engaging in bullying or cyberbullying conduct during class activities.
3. Engaging in conduct consisting of discrimination or harassment under district policy and the Student/Parent Handbook.
4. Forgery or attempted forgery of electronic messages.
5. Purposely engaging in activity that may harass, threaten, defame, slander, libel, malign, or abuse another individual or group.
6. Using racist, profane, pornographic, sexually oriented, or obscene language or materials.
7. Using the virtual classroom system for illegal purposes, in support of illegal activities, or for any other activity prohibited by Board policy or District guidelines.
8. Violating the terms of the District's Student Code of Conduct.

Commented [V1]:

Violations of the following general expectations will result in progressive disciplinary consequences:

1. Recording/taking pictures of any class session, teacher, or classmates without their consent.
2. Posting/sending pictures or video of any class session, teacher or classmate without their consent.
3. Distributing online class access codes to individuals who are not assigned to the class.
4. Sending or posting discriminatory, harassing, or threatening messages or images.
5. Stealing, using, or disclosing someone else's code or password without authorization.
6. Copying, pirating, or downloading software and electronic files without permission.
7. Participating in the viewing or exchange of pornography or obscene materials.
8. Sending or posting messages that defame or slander other individuals.
9. Disturbing or disrupting the online learning environment.
10. Refusing to follow the rules of the specific online classroom.
11. Inappropriate dress (examples: dressed in revealing clothes, dressed in clothes with inappropriate sayings).
12. Participation in cyber-bullying and/or harassment.
13. Cheating, plagiarism or academic dishonesty.

Students/Parents

General Expectations

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General Expectations

1. Whenever possible, students should turn on their cameras while synchronous instruction is taking place. If/when this is not possible, a student self-photo, or “selfie,” should be used, so that they are easily recognizable to others.
2. During synchronous instruction, students are encouraged to find a quiet space where they will not be distracted from learning. Items that reveal personal information should be moved out of camera range.
3. Students are prohibited from sharing or posting videos (synchronous and/or asynchronous), pictures, or copies of either student-generated or teacher work on social media, gaming networks, or elsewhere online.
4. Students are prohibited from accessing the synchronous instruction for any class they are not scheduled to attend.
5. Recordings of synchronous instruction will be accessible only in a password-protected manner and should be viewed by students in a private setting that is not accessible to the public.
6. Students will be notified prior to the streaming or recording of instruction.
7. No teacher or administrator will be required to stream or record instruction for a student’s routine illness or absence.
8. Parents/guardians, as partners in supporting student learning, are encouraged to do the following:
 - Ensure that their child’s work is authentic and original.
 - Monitor their child’s work.
 - Ask any questions regarding plagiarism or cheating if unsure.
 - Report any suspicious activity.
 - To provide a distraction-free learning environment.
 - To ensure students attend class at the assigned time daily.
 - To supervise and monitor their student’s progress throughout the duration of the school year.
 - To support academic integrity.
 - To encourage the student to manage their time in an effective way.
 - To communicate with the teacher concerns about the child’s performance or behavior.
9. Security and safety is a high priority, especially when the system involves many users. If a security and/or safety problem is identified in the District’s devices and/or

educational platform, the student's teacher or building administrator should be notified.

Students

Disciplinary Action

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Disciplinary Action

Students who violate the Virtual Learning Code of Conduct are subject to disciplinary action in accordance with Board policies and District Guidelines.

1. District students are subject to all local, state, and federal laws governing the Internet. Consequently, faculty and administration will cooperate fully with local, state, or federal officials in any investigation related to illegal activities conducted through Internet access.
2. In the event there is a claim that a student has violated this policy, the student and parents/guardians will be notified of the suspected violation and given an opportunity to present an explanation.
3. Violations to the Virtual Learning Code of Conduct will initiate the following procedure:
 - Upon the violation, the teacher will notify the building administrator.
 - The administrator will notify the student and parent/guardian of the violation.
 - Based on the violation, building administrators will determine what, if any, disciplinary action must be taken. If an investigation of the violation must occur, the student may be temporarily removed from the District's virtual classes/courses until the investigation is complete and appropriate disciplinary action is taken.
4. Disciplinary actions will be informed by the District's Code of Conduct and subsequent discipline policies.

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Dissemination of Policy/Acknowledgement

This policy must be posted on District and school websites with an acknowledgement link for parents/guardians to attest to the reading and review of this document with their child(ren).

(cf. 5114 – Suspension/Expulsion; Student Due Process)

(cf. 5121.3 – Cheating/Plagiarism)

(cf. 5131 – Conduct)

(cf. 5131.7 – Weapons and Dangerous Instruments)

(cf. 5131.911 – Bullying)

(cf. 5131.913 – Cyberbullying)

(cf. 5132 – Student Dress)

(cf. 5144 – Discipline/Punishment)