

STUDENT CODE OF CONDUCT

Grades 4-8

PURPOSE

The purpose of this Student Code of Conduct is to acquaint students and parents/guardians with helpful information in order to provide for the smooth operation of our school. Please review it very carefully and keep it handy for reference to daily routines and general procedures. We want you to know what is expected of you and what you can expect from your school and aligns with Board Policy 5131 Conduct and Discipline. *This is our formal notification of the rules and procedures under which we operate.*

EXPECTATIONS FOR STUDENT BEHAVIOR

Students, parents, school administrators, and the Board of Education all believe that pupils should commit themselves to learning and to the development of their unique potential. We believe that it is important to help students realize that their own attitudes and acts are directly related to their school experience and that of their classmates. With the support and assistance of school personnel and parents, all students have the capacity to demonstrate actions which contribute to the effectiveness of schools and the worth of their learning experiences.

Therefore, we, the students, parents, teachers, administrators, and members of the Board of Education of Woodbine Elementary School expect all students to fulfill the behavioral expectations of the school community, and to:

1. Prepare mentally and physically for the process of learning.
2. Respect the person, property, and intellectual and creative products of others.
3. Take responsibility for their own behavior.
4. Use time and other resources responsibly.
5. Share responsibilities when working with others.
6. Meet the requirements of each course of study.
7. Monitor their own progress toward school objectives.
8. Communicate with parent(s) or legal guardian(s) and appropriate staff members.

STUDENT RESPONSIBILITIES

Below is a partial list of student responsibilities and expectations, equal in measure with their age and ability, which are necessary to improve the overall climate of the school.

1. Attend school on a regular basis.
2. Be on time to school and to all classes.
3. Come to class prepared with homework completed, pencil, paper, and textbooks.
4. Come to school properly attired.
5. Treat teachers, staff members, and fellow students with respect.
6. Establish pride in yourself by working to the best of your ability.

EXPECTATIONS FOR PUPIL CONDUCT

Students are expected to exhibit proper behavior at all times. Such actions as yelling, throwing things, profanity, insubordination, defiance, and disorderly or discourteous acts interrupt a proper educational atmosphere. We expect our students to conduct themselves in a manner that will contribute to the overall educational goals and expectations of the

school. We expect our students to develop responsible attitudes of personal conduct and to respect the rights of others in the school. Students do not have the right to disrupt or impede the learning process of others, nor does any student have the right to jeopardize the safety and well-being of others in the school. Students are expected to show respect to all adults in the school. Insubordination and defiance of adult authority, or verbal and/or physical abuse of those adults employed in the school will not be tolerated and consequences will be assigned for these offenses. It is the students' responsibility to obey school regulations and procedures and the school staff and administration that enforce them. This responsibility extends to student conduct to, during, and from school as well as in the building itself and on school grounds. Any unlawful act taking place on school grounds or buses before, during, or after school (e.g. athletic events, dances, etc.) not only makes the student subject to penalties which the courts prescribe, but may also result in suspension or dismissal from school.

STUDENT CODE OF CONDUCT

One very important goal of the school system is to develop positive and constructive student behavior. Thus, discipline must be administered with the goal of changing inappropriate behavior. All aspects of each case will be considered. Administration will conduct an investigation of reported incidents before assigning consequences.

Pupil discipline and code of conduct in the District will be applied without regard to race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical, or sensory disability or by any other distinguishing characteristic, pursuant to N.J.S.A. 10:5.

STANDARDS FOR BEHAVIOR

1. Students are required to attend school and arrive on time.

Inappropriate behavior may include, but not limited to:

- Truancy (unexcused absences)
- Lateness to class or school
- Cutting class/detention
- Leaving the building and/or school grounds without permission

2. Students are expected to conduct themselves in an orderly manner on the way to and from Woodbine Elementary School, during school hours (including lunch and recess) and in all activities and programs supervised by the school.

Inappropriate behavior may include, but not limited to:

- Misconduct going to or from school, on school grounds, buses, field trips, assemblies, clubs, dances, athletic games, etc.
- Theft
- Fighting
- Pushing and Shoving
- Use of Force
- Harassment, Intimidation, Bullying
- Sexual Harassment
- Property Damage/Vandalism
- Possession of a weapon
- Possession and/or use of a controlled dangerous substance, intoxicants, narcotics, or tobacco products
- Falsification
- Extortion

- Wrongful Entry
- Littering
- Gambling
- Arson and Exploding Devices
- Falsifying/Pulling Alarms
- Gang Involvement

3. Students are expected to demonstrate respectful behavior toward their teachers in and out of the classroom.

Inappropriate behavior may include, but not limited to:

- Insubordination/Non-compliance with adult directions
- Failure to serve a teacher detention or an administrative detention (lunch or after school)
- Defiance
- Disrespect
- Threats (Verbal or Written)
- Inappropriate language towards staff and students
- Inappropriate behavior towards staff and students

4. Students are required to take the appropriate steps to pass all of their classes and to respect the rights of other students to learn.

Inappropriate behavior may include, but not limited to:

- Disrupting class or activities
- Unprepared for class
- Cheating, Forgery, or Plagiarism
- Not doing school work or homework

5. Students are required to follow all other school rules and procedures.

Inappropriate behavior may include, but not limited to:

- Bringing a paging device (beeper or cell phone) to school. Cell phones are allowed to be brought to school; they must be turned off and placed in the students' book bag, locker and/or classroom closet during school hours.
- Dress code violation
- Failure to wear seatbelt on school bus
- Misuse of computers and/or computer networks
- Any act that endangers yourself or others

DISCIPLINE PROCEDURES

The Woodbine Board of Education will ensure the safety, security, and welfare of students while in the school building. Each student is expected to conduct himself or herself in an orderly fashion and act with due regard for the educational process of the school. Life is about choices and procedures. Choices and consequences can either be positive or negative. In order to provide our students with a safe and orderly environment in which to learn, we must have the cooperation of all students and all parents/guardians. We expect all students to conduct themselves as responsible individuals, who show respect for self, peers, and adults. We also encourage and expect all students to act with honesty and integrity and report any situations of violence, vandalism, and other improper or unlawful activity to the appropriate authority.

The best discipline is self discipline; students are encouraged to think and act wisely and realize the consequences of all actions. When students fail to discipline themselves while in school, on school property, or attending/participating in any school-sponsored event or activity, they shall be turned over to the designated administrator, personnel, or civil authority and are subject to disciplinary consequences. Administration and staff reserve the right to notify the appropriate authorities and file charges if deemed necessary.

Teachers and staff members are primarily responsible for classroom management and discipline in their assigned classes and duties. All staff members share responsibility for supervising the behavior of students. All students must follow any reasonable request or directive by any staff member during the school day or at any school-sponsored activity.

If you have questions or concerns regarding discipline or other matters related to school, please follow the appropriate chain of command for contact: teacher/coach, counselor, assistant principal, principal/supervisor, superintendent.

OFFICE REFERRALS

When students are referred to the office for disciplinary reasons, they meet with the Principal or Assistant Principal to discuss the situation and receive due process. Students will be informed of the types of behavior for which they have been referred and will have the opportunity to share their views with the Administrator. Together with the Administrator, the student will discuss what improvements need to be made and a plan of action will be developed to prevent any further incidents. The appropriate consequences will be applied and thoroughly explained to each student. Parent contact, discipline letters and parent conferences will be utilized where needed. Parents are encouraged to contact the office whenever they have a concern about a discipline matter. It is through working together that we can assist students in maturing and developing self-control and good character.

POSSIBLE CONSEQUENCES

When it becomes necessary to administer discipline, the following measures will be used at administration's discretion:

- Detentions – teacher, lunch/recess, administrative, after school
- Parent conference
- Loss of cafeteria, technology or media center privileges
- No School Suspension (NO-SS)
- Out-of-School Suspension (OSS)
- Restricted Standing
- Expulsion
- Payment for damaged property
- Completion of an incident report to be filed with the police department
- Charges filed with the police department

Once a student has been referred to the administration, the administration will evaluate the situation and, in context of the student's disciplinary history and the extent of his/her misbehavior, assign the appropriate disciplinary measures as needed. The administration reserves the right to interpret the Student Code of Conduct and assign

consequences based upon individual situations and circumstances. For some incidents, immediate notification of the police and/or Cape May County Prosecutor's Office could result in criminal charges.

The staff at Woodbine Elementary School believes that the Student Code of Conduct should not be as much punitive as it is corrective, for it is our duty to try to help every student learn to behave and interact in a socially acceptable manner. We would like to maximize the teachers' time spent on instruction and minimize time spent on disciplining the disruptive elements present in the classroom. Corrective action will be taken to remedy inappropriate behaviors. The action is taken to help our students learn from their mistakes and/or poor choices.

Teacher Detention

Students assigned to teacher detention are expected to serve it on the next school day. Detentions/reflection periods will be scheduled from 2:30 PM – 2:45 PM, normally on the day following the infraction. Parents will receive either a written notice or phone notice of an impending detention.

Lunch Detention

Lunch detentions can be assigned by administration or teachers on the same day as the infraction and/or on a future day. Any student that is given administrative detention and is absent or goes home early on the assigned detention day will serve that detention on the day they return to school.

Administrative After-School Detention

Students assigned an administrative, after-school detention are expected to serve it on the next available day the detentions are held. After-school detentions are from 2:30pm-3:00pm. After-school detentions can only be rescheduled at the request of the parent or guardian. Students will be responsible for their own transportation home.

No School Suspension (NO-SS)

In an effort to improve student attendance and promote students remaining in class, Administration reserves the right to issue a NO-SS in place of OSS. In these instances administration will offer parents/guardians the opportunity to attend school alongside their student to support positive behaviors in the classroom.

Teachers may also request the same of parents in lieu of a discipline referral. This intervention will replace the need for an office discipline.

Out of School Suspension

This is the most serious disciplinary action which may be imposed by the Principal or Assistant Principal. Students are not permitted to participate in after-school activities or return to school for after hours events during the suspension period.

****The Principal, Assistant Principal or designee will contact the parent/guardian by phone and/or mail when a student is assigned a disciplinary action.**

RESTRICTED STANDING

Administration reserves the right to place a student on restricted standing following a disciplinary infraction.

When a student is placed on Restricted Standing, he/she may be but is not limited to exclusion from:

- Attending any events during the school day and/or evening events associated with Woodbine Elementary School, including those not specifically listed below
- Any after school sponsored activities, events, practices, or games
- Field trips
- Field day
- Dances
- Clubs of any kind
- Peer Leaders
- Assemblies, academic and non-academic (Students on restricted standing will only be able to attend assemblies related to the Student Code of Conduct.)

Any other extra-curricular activities, non-academic, academic and/or school functions offered by Woodbine Elementary School that have not been specifically mentioned.

STUDENT CODE OF CONDUCT

4-8

- The student code of conduct applies to all students during school hours, to and from school, and at any school-sponsored activity, club, sport, or event.
- Administration has the right to exercise off-campus discipline by issuing disciplinary consequences for any situation that causes a disruption to the educational environment.
- Teachers may assign Teacher Detentions for any misbehavior in their class as a first level of discipline and initial corrective effort.
- All of the consequences and definitions are at the severity of the offense along with the discretion of administration.
- For continued behaviors, administration may exercise progressive discipline by increasing the consequence issued.
- Teachers must notify parents for every teacher assigned consequence - teacher lunch and/or after school teacher detentions.

Reflection Events	Non-Reflection Events
Littering Classroom Disruptions General Misconduct Non-Compliant Behavior	<p>Fighting/Physical Altercation</p> <ul style="list-style-type: none"> ● Or any behavior that can be treated as such. <p>Weapons</p> <ul style="list-style-type: none"> ● Possession/Use of any weapon or Imitation Weapon ● Use of an implement as a weapon. <p>Tobacco/Drugs/Alcohol</p> <ul style="list-style-type: none"> ● Using Drugs/Intoxicants/Alcohol and/or controlled foreign substance. ● Possessing of Drugs/Intoxicants/Alcohol and/or controlled dangerous substance ● Selling/Distributing Drugs/Intoxicants/Alcohol and/or controlled foreign substance <p>Behavior Endangers a Staff Member</p> <ul style="list-style-type: none"> ● Physical aggression toward a Staff Member ● Verbal Violent Threats toward a Staff Member ● Obscene Gestures/Profanity toward a Staff Member <p>Behavior Endangers a Student</p> <ul style="list-style-type: none"> ● Physical aggression toward a Student ● Verbal Violent Threats toward a Student ● Obscene Gestures/Profanity toward a Student ● Obscene Gestures/Profanity ● Sexual Harassment toward a Student <p>Defacing School Property</p> <ul style="list-style-type: none"> ● Stealing ● Vandalism <p>Non-Compliant Behavior</p> <ul style="list-style-type: none"> ● Not receptive to reflection attempt ● Defiance

	<ul style="list-style-type: none"> ● Disrespect ● Continued Misconduct/Disruptive Behavior
--	--

DISCIPLINARY OFFENSES AND CONSEQUENCES

<p>Assault</p> <ul style="list-style-type: none"> ● Causing harm to others in an aggressive and deliberate manner 	<ul style="list-style-type: none"> ● Minimum 2 days Out of School Suspension. ● Maximum 10 day Out of School Suspension. ● May notify the Superintendent and/or Police. ● Possible charges filed with the Police ● Possible discipline hearing with the Superintendent and/or Woodbine Board of Education. 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> ● Behavior Contract ● Counseling
---	---	---

<p>Cafeteria Misconduct</p> <ul style="list-style-type: none"> ● General misbehavior in the cafeteria. 	<ul style="list-style-type: none"> ● Minimum Administrative Warning ● Maximum Lunch Detention ● Possible loss of cafeteria privileges. ● Parent Communication ● Parent Conference 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> ● Behavior Contract ● Revisit/Reteach Cafeteria rules and procedures. ● No School Suspension (NO-SS)
--	--	--

<p>Cell Phones/ Communication/ Electronic Devices</p> <ul style="list-style-type: none"> ● Possession of cell phone or electronic device beyond approved times. ● Usage of cell phone or electronic device beyond approved times. 	<ul style="list-style-type: none"> ● Minimum Administrative Warning ● Maximum 1 Administrative Detention ● Parent Communication ● Parent Conference 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> ● Behavior Contract ● Reflection Assignment
--	---	--

<p>Cheating/Plagiarism</p> <ul style="list-style-type: none"> ● Taking someone else's work or ideas and passing them off as one's own. 	<ul style="list-style-type: none"> ● Student will receive no credit for the assignment/assessment. ● Student will not have the opportunity to make up the assignment/assessment. 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> ● Behavior Contract
--	--	---

<p>Computer / Electronic Device Misuse-Internet / Technology Violation</p> <ul style="list-style-type: none"> ● Accessing inappropriate websites, inappropriate searches, hacking other students' accounts and/or using the internet beyond its intended purpose. ● Any violation of the Acceptable Use Policy Agreement. 	<ul style="list-style-type: none"> ● Minimum Administrative Warning ● Maximum 10 Day Out of School Suspension ● Possible Loss of Technology/Probation ● Parent Communication ● Parent Conference 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> ● Counseling ● Review of Acceptable Use Policy
--	---	---

<p>Conduct Impeding an Investigation</p> <ul style="list-style-type: none"> ● Hindering an administrative investigation ● Lying, covering the truth, withholding information, etc. 	<ul style="list-style-type: none"> ● Minimum of Administrative Warning ● Maximum 10 Day Out of School Suspension ● Possible Charges filed with the police ● Possible discipline hearing with the Superintendent and/or the Woodbine Board of Education 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> ● Behavior Contract
---	--	---

<p>Conduct Potentially Dangerous to Ones's Self or Others</p> <ul style="list-style-type: none"> ● Including, but not limited to: threats, verbal altercations, arguments, near fights, pushing, shoving, slapping, hitting, pinching, flicking, tripping, kicking, bumping into someone, spitting throwing objects, encouraging/ prompting conflict, the use of technology to 	<ul style="list-style-type: none"> ● Minimum Teacher Detention ● Maximum 10 Day Out of School Suspension ● Possible charges filed with the police ● Possible discipline hearing with the Superintendent and/or the Woodbine Board of Education. 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> ● Behavior Contract ● Reflection Sheet ● Revisit/Reteach rules and procedures ● Calm Down Corner ● Buddy Classroom ● Lap Pass ● Counseling ● I&RS Referral
--	---	---

encourage/ promote conflict, the use of water pistols, wrestling, play fighting, disruptive behavior, and/or disorderly conduct		
--	--	--

Defacing/ Destroying School Property <ul style="list-style-type: none"> Alter the appearance of school property by drawing, writing or disfiguring it. 	<ul style="list-style-type: none"> Minimum Administrative Warning Maximum 4 Day Out of School Suspension Student will be responsible for reparations and/or restitution 	Possible Interventions: <ul style="list-style-type: none"> Student Restitution Reflection Sheet Revisit rules/expectations Behavior Contract
--	--	---

Defiance/ Disrespect/ Continued Willful Disobedience	<ul style="list-style-type: none"> Minimum Administrative Warning Maximum 1 Day Out of School Suspension Parent Communication Parent Conference 	Possible Interventions: <ul style="list-style-type: none"> Behavior Contract Counseling Calm Down Corner Buddy Classroom I&RS Referral Reflection Assignment
---	---	---

Dress Code Violation <ul style="list-style-type: none"> Student will have the opportunity to amend the issue, call home for a change of attire, or change into something provided by the nurse/office. Failure to comply will result in disciplinary actions. Continued Infractions will result in disciplinary actions. 	<ul style="list-style-type: none"> Minimum Administrative Warning Maximum Administrative Detention Parent Communication Parent Conference 	Possible Interventions: <ul style="list-style-type: none"> Behavior Contract Counseling Reflection Assignment
--	---	---

<p>Failure to Follow Directions</p> <ul style="list-style-type: none"> ● Students intentionally refusing to follow expectations as outlined in the student handbook. 	<ul style="list-style-type: none"> ● Minimum Administrative Warning ● Maximum Administrative Detention ● Parent Communication ● Parent Conference 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> ● Behavior Contract ● Review of / Reteaching of behavioral expectations. ● Reflection Sheet ● Calm Down Corner ● Buddy Classroom ● No School Suspension (NO-SS)
--	---	--

<p>False Alarm</p> <ul style="list-style-type: none"> ● Setting off Fire Alarm or calling 911 	<ul style="list-style-type: none"> ● Minimum 1 After School Detention ● Maximum 4 Day Out of School Suspension ● May notify Superintendent and/or Police ● Possible charges filed with the police ● Possible reparations and/or restitution 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> ● Behavior Contract ● Reflection Assignment ● Revisit/Reteach rules and expectations
---	--	--

<p>Fighting</p> <ul style="list-style-type: none"> ● Engaging in a physical altercation with another student 	<ul style="list-style-type: none"> ● Minimum Administrative Warning ● Maximum 10 Day Out of School Suspension ● May notify Superintendent and/or Police ● Possible charges filed with the police ● Possible discipline hearing with the Superintendent and/or the Woodbine Board of Education 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> ● Behavior Contract ● Revisit/reteach school behavioral expectations ● Reflections Sheet ● Calm Down Corner ● Buddy Classroom ● Counseling ● I&RS Referral
--	--	--

<p>Forgery</p> <ul style="list-style-type: none"> ● Forging a parents/ teacher's signature ● Forging a classroom/ hallway pass 	<ul style="list-style-type: none"> ● Minimum Administrative Warning ● Maximum 1 Day Out of School Suspension 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> ● Behavior Contract ● Counseling
---	--	---

<p>General Misconduct, Disruptive Behavior</p>	<ul style="list-style-type: none"> ● Minimum Administrative Warning ● Maximum 1 Day Out Of School Detention ● Parent Contact ● Parent Conference 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> ● Behavior Contract ● Revisit/reteach school behavioral expectations ● Reflections Sheet ● Calm Down Corner
---	--	--

		<ul style="list-style-type: none"> ● Buddy Classroom ● Lap Pass ● Counseling ● I&RS Referral
--	--	--

<p>Harassment, Intimidation and/or Bullying *In accordance with BOE Policy and Regulations 5131.1</p> <ul style="list-style-type: none"> ● Upon completion of an HIB investigation, a situation may be determined to be a confirmed HIB case (refer to the definition stated in the Harassment, Intimidation and Bullying (HIB) law, provided by the State of New Jersey 	<ul style="list-style-type: none"> ● Minimum 1 After School Detention ● Maximum 10 Days Out of School Suspension ● Possible disciplinary hearing with the Superintendent and/or the Woodbine Board of Education.. 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> ● Behavior Contract ● Reflection Essay ● Counseling ● Remediation
--	--	--

<p>Illegal Absence/ Cutting Class</p> <ul style="list-style-type: none"> ● Intentionally missing a class or part of a class without permission from the teacher 	<ul style="list-style-type: none"> ● Minimum Administrative Warning ● Maximum 1 After School Detention. ● Parent Contact ● Parent Conference 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> ● Behavior Contract ● Reflection Assignment ● Counseling
---	--	--

<p>Inappropriate Comments, Gestures or Drawings</p> <ul style="list-style-type: none"> ● Use of Inappropriate Language, Comments, Gestures, Drawings, or Profanity directed toward peers during school 	<ul style="list-style-type: none"> ● Minimum Administrative Warning ● Maximum 2 After School Detentions ● Parent Contact ● Parent Conference 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> ● Behavior Contract ● Reflection Assignment ● Review of appropriate behaviors ● Counseling
--	--	---

hours or event		
<p>Inappropriate Comments, Gestures, or Drawings Toward Staff</p> <ul style="list-style-type: none"> ● Use of Inappropriate Language, Comments, Gestures, Drawings, or Profanity directed toward any school employee during school hours or events 	<ul style="list-style-type: none"> ● Minimum Administrative Warning ● Maximum 4 Day Out of School Suspension 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> ● Behavior Contract ● Reflection Assignment ● Review of appropriate behaviors ● Counseling
<p>Leaving Class Without Permission</p> <ul style="list-style-type: none"> ● Intentionally leaving a class without permission from the teacher. 	<ul style="list-style-type: none"> ● Minimum Administrative Warning ● Maximum 1 After School Detention ● Parent Contact ● Parent Conference 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> ● Behavior Contract ● Counseling ● Reflection Assignment ● Review/revisit school behavioral expectations ● I&RS Referral
<p>Leaving School Grounds Without Permission, Truancy</p> <ul style="list-style-type: none"> ● Intentionally leaving school grounds during school hours or events ● Neglecting to report to school without parent/guardian knowledge or approval 	<ul style="list-style-type: none"> ● Minimum 2 After School Detentions ● Maximum 2 Days Out of School Suspension ● Possible Police Notification 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> ● Behavior Contract ● Reflection assignment ● Review/revisit school behavioral expectations ● Counseling

<p>Possession, Use, or Distribution of Drugs/ Intoxicants/ Alcohol and/or Controlled Dangerous Substance (CDS) *In accordance with BOE Policy 5131.6R and Regulations</p> <ul style="list-style-type: none"> • Being under the influence of intoxicants and/or narcotics or alcohol or controlled dangerous substance, including e-cigarettes and/or vaping on school property or during a school activity • If suspected to be under the influence of CDS while in school, the student will need to be examined and cleared by a physician to return to school. Discipline may be issued based on the results of a mandatory drug screen as part of that examination. • Any student that does not comply with completion of the medical examination and mandatory drug screen will be disciplined for confirmed use of CDS. • <i>(Substance abuse incidents are</i> 	1st Offense (Possession)	<ul style="list-style-type: none"> • 5 Day Out of School Suspension • Superintendent Notified • Charges filed with Police • Possible drug/alcohol testing 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> • Drug and Alcohol Counseling • Positive Reinforcement of appropriate behaviors • Behavior Contract
	2nd Offense (Possession)	<ul style="list-style-type: none"> • Suspension hearing plus all consequences listed for a first offense • Charges filed with Police • Drug/Alcohol testing 	
	1st Offense (Use)	<ul style="list-style-type: none"> • Parents/guardians notified; • Immediate medical examination including urinalysis and/or blood test to verify use; and determine extent of use; • 9 day suspension; • Law enforcement contacted • Medical statement substantiating student's state of wellbeing is required before re-entry after positive diagnosis of chemical use; • Referral to the SAC for treatment, after-care, and reentry plan 	

<i>considered cumulative in nature and carry over each year while in attendance at school)</i>	2nd Offense (Use)	<ul style="list-style-type: none"> ● Suspension hearing plus all consequences listed for a first offense 	
	1st Offense (Distribution)	<ul style="list-style-type: none"> ● Parents/guardians notified; ● 10 day suspension and expulsion hearing; ● Law enforcement contacted 	

Possession of Use of Over-the-Counter Medications, Supplements, and/or Prescription Drugs Not Registered with the Nurse	<ul style="list-style-type: none"> ● Minimum Administrative Warning ● Maximum 10 Day Out of School Suspension ● Possible charges filed with the police 	Possible Interventions: <ul style="list-style-type: none"> ● Behavior Contract ● Counseling
--	---	--

Possession or Use of Tobacco Products <ul style="list-style-type: none"> ● This includes tobacco, cigarettes, pipes, e-cigarettes, vapes, vaping liquids, rolling papers, lighters, etc. 	<ul style="list-style-type: none"> ● Minimum 1 Day Out of School Suspension ● Maximum 10 Day Out of School Suspension ● May notify Superintendent and/or police ● Possible charges filed with the police 	Possible Interventions: <ul style="list-style-type: none"> ● Behavior Contract ● Counseling
--	--	--

Sexual Harassment Toward a Staff Member <ul style="list-style-type: none"> ● The making of unwanted sexual advancements or obscene remarks toward any staff member 	<ul style="list-style-type: none"> ● Minimum 1 Day Out of School Suspension ● Maximum 10 Day Out of School Suspension ● May notify the Superintendent and/or Police. ● Possible charges filed with the Police ● Possible Discipline Hearing with the Superintendent and/or the Woodbine 	Possible Interventions: <ul style="list-style-type: none"> ● Behavior Contract ● Counseling
--	--	--

	Board of Education	
--	--------------------	--

<p>Sexual Harassment Toward a Student</p> <ul style="list-style-type: none"> • The making of unwanted sexual advancements or obscene remarks toward a student • Dating Violence 	<ul style="list-style-type: none"> • Minimum 1 After School Detention. • Maximum 10 Day Out of School Suspension • Possible charges filed with the police • Notify Superintendent and/or Police • Possible Discipline Hearing with the Superintendent and/or the Woodbine Board of Education 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> • Behavior Contract • Review of school behavioral expectations • Reflection Sheet • Counseling
--	---	---

<p>Theft</p> <ul style="list-style-type: none"> • Take another person's property without permission or legal right 	<ul style="list-style-type: none"> • Minimum Administrative Warning. • Maximum 4 Day Out of School 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> • Student Restitution • Reflection Sheet • Behavior Contract • Counseling
--	--	--

<p>Threat of Violence Toward the School</p> <ul style="list-style-type: none"> • Any verbal or written threat toward any school building within the district, with the intent to harm the building, its contents and/or staff/students 	<ul style="list-style-type: none"> • Minimum Administrative Warning • Maximum 10 Day Out of School Suspension • Notify Superintendent and/or police • Charges filed with the police • Parent Conference • Possible Discipline Hearing with the Superintendent and/or the Woodbine Board of Education 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> • Positive reinforcement of appropriate behaviors • Behavior Contract • Counseling
--	--	--

<p>Threats of Violence Toward Staff</p> <ul style="list-style-type: none"> • Any verbal threat toward any staff member, personal possessions, and/or family members 	<ul style="list-style-type: none"> • Minimum Administrative Warning • Maximum 10 Day Out of School Suspension • May notify Superintendent and/or police • Possible charges filed with the police • Possible Discipline Hearing with the Superintendent and/or Woodbine Board of Education 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> • Positive reinforcement of appropriate behaviors • Buddy Classroom • Lap Pass • Behavior Contract • Counseling
---	--	---

<p>Threats of Violence Toward Another Student</p> <ul style="list-style-type: none"> • Any verbal violent threat directed at a 	<ul style="list-style-type: none"> • Minimum Administrative Warning • Maximum 10 Day Out of School Suspension • May notify Superintendent and/or police 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> • Positive reinforcement of appropriate
--	--	---

student	<ul style="list-style-type: none"> ● Possible charges filed with the police ● Possible Discipline Hearing with the Superintendent and/or Woodbine Board of Education 	behaviors <ul style="list-style-type: none"> ● Buddy Classroom ● Lap Pass ● Behavior Contract ● Counseling
---------	--	--

Unauthorized Area <ul style="list-style-type: none"> ● Unauthorized access to the building of part of building before, during and/or after school hours or events without permission 	<ul style="list-style-type: none"> ● Minimum Administrative Warning ● Maximum Administrative Detention ● Parent Contact ● Parent Conference 	Possible Interventions: <ul style="list-style-type: none"> ● Behavior Contract ● Reflection Assignment
--	---	---

Unexcused Late to School <ul style="list-style-type: none"> ● Late to school without approved documentation to excuse the lateness ● Lates will be reset at the conclusion of each marking period 	<ul style="list-style-type: none"> ● Administrative Discretion will be used for excessive lateness ● Disciplinary consequences may result ● Possible Parent Meeting and/or Remediation for Academic Time Lost 	Possible Interventions: <ul style="list-style-type: none"> ● Behavior Contract ● Counseling ● I&RS Referral
--	--	---

Unservd Office Detention <ul style="list-style-type: none"> ● Failure to report to a scheduled after school detention 	1st Offense	<ul style="list-style-type: none"> ● Administrative Warning ● Reserve Initial Detention ● Parent Contact 	Possible Interventions: <ul style="list-style-type: none"> ● Behavior Contract ● Counseling ● Reflection Assignment
	2nd Offense	<ul style="list-style-type: none"> ● 1 Day Out of School Suspension ● Parent Contact 	

Unservd Teacher Detention <ul style="list-style-type: none"> ● Failure to serve detention issued by the classroom teacher or staff member 	<ul style="list-style-type: none"> ● 1 After School Detention ● Parent Contact ● Parent Conference 	Possible Interventions: <ul style="list-style-type: none"> ● Behavior Contract ● Counseling ● Reflection Assignment
---	---	---

<p>Weapons</p> <ul style="list-style-type: none"> ● Violating the “Gun Free School Zone” Act ● Any student found in possession of a weapon ● Knife, gun, box cutter, razor and the like ● Any item used as a weapon to intentionally cause harm ● Any item used in conjunction with a weapon 	<ul style="list-style-type: none"> ● Minimum 4 Day Out of School Suspension ● Maximum 10 Day Out of School Suspension ● Notify Superintendent and/or Police ● Charges filed with the police ● Possible Discipline Hearing with the Superintendent and/or the Woodbine Board of Education 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> ● Behavior Contract ● Counseling
--	---	---

<p>Weapon Imitation</p> <ul style="list-style-type: none"> ● Possession of a toy gun look alike/imitation weapon, etc. ● Intent to stimulate a real weapon, as defined above 	<ul style="list-style-type: none"> ● Minimum Administrative Warning ● Maximum 10 Day Out of School Suspension ● May notify Superintendent and/or Police Possible charges filed with the police ● Possible Discipline Hearing with the Superintendent and/or the Woodbine Board of Education 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> ● Positive reinforcement of appropriate behaviors ● Behavior Contract ● Counseling
---	---	--

<p>Weapon Intention/ Potentially Dangerous Object</p> <ul style="list-style-type: none"> ● Use of any item as a weapon to intentionally cause harm 	<ul style="list-style-type: none"> ● Minimum 4 Day Out of School Suspension ● Maximum 10 Day Out of School Suspension ● May notify Superintendent and/or Police ● Possible charges filed with the police ● Possible Discipline Hearing with the Superintendent and/or the Woodbine Board of Education 	<p>Possible Interventions:</p> <ul style="list-style-type: none"> ● Positive reinforcement of appropriate behaviors ● Behavior Contract ● Counseling
--	--	--