

### **Student Removal from Class**

A teacher may remove a student from the classroom for the following reasons:

1. Dangerous, disruptive, disrespectful, or unruly behavior or behavior that interferes with the ability of the teacher to teach and for other students to learn is unacceptable. Disciplinary action may be taken against any student guilty of gross disobedience or misconduct, including, but not limited to, the following:
  - Using, possessing, distributing, purchasing, or selling tobacco materials or e-cigarettes/vaping devices.
  - Using, possessing, distributing, purchasing, or selling alcoholic beverages, illegal drugs, controlled substances, “look-alike” drugs, and drug paraphernalia. A “look-alike drug” is defined as a substance not containing an illegal drug or controlled substance, but one (a) that a student believes to be, or represents to be, an illegal drug or controlled substance, or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug or controlled substance. Students who are under the influence of alcohol, or any other prohibited substance or drug, or in possession of any drug paraphernalia are not permitted to attend school or school functions and are treated as though they had alcoholic beverages, drugs, or paraphernalia, as applicable, in their possession.
  - Using, possessing, controlling, or transferring a weapon is in violation of the "weapons" section of District policy #832.
  - Using or possessing a laser pointer unless under a staff member’s supervision and in the context of instruction.
  - Disobeying directives from staff members or administration and/or rules and regulations governing student conduct.
  - Using any form or type of aggressive behavior that does physical or psychological harm to someone else and/or urging other students to engage in such conduct. Prohibited aggressive behavior includes, without limitation, the use of violence, force, noise, coercion, threats, intimidation, fear, bullying, or other comparable conduct.
  - Causing, or attempting to cause, damage to school property or another person's personal property.
  - Stealing, or attempting to steal, school property or another person's personal property.
  - Unexcused absenteeism. However, the truancy statutes and Board policy will be utilized for chronic and habitual truants.
  - Involvement in gangs or gang-related activities, including the display of gang symbols or paraphernalia.
  - Engaging in any activity that constitutes an interference with school purposes or an educational function.
2. Other behavior as outlined below:
  - Willful damage to school property.
  - Defiance of authority (willful refusal to follow directions or orders given by the teacher).
  - Repeatedly reporting to class without bringing necessary materials to participate in class activities.
  - Possession of personal property prohibited by school rules and otherwise disruptive to the teaching and learning of others.

- Use of profanity.

A student with a disability may be removed from class and placed in an alternative educational setting only to the extent authorized by state and federal laws and regulations or IEP.

When a student is removed from class and sent to the office for disciplinary reasons, the teacher will place the student's name, time/date, and the teacher's name on a disciplinary referral and send the referral form to the office with the student. The teacher shall notify the parent(s)/guardian(s) by telephone within 24 hours of removing the student from a class. This notification shall include the reasons for the student's removal as well as recommended strategies for remediating the problem.

Teachers are encouraged to utilize creative "time-out" options with colleagues in the event that a student needs a few minutes to rethink his/her actions. The "Love and Logic" model and culturally responsible practices should be utilized when considering students for time-outs or removal from class. Under no conditions shall students be placed in in unsupervised areas for disciplinary reasons.

The administrator shall review allegations, insure that minimal due process has been implemented, and decide on a course of action.

### **Placement Procedures**

Consequences for dangerous, disruptive or unruly behavior may result in, but are not limited to, the following:

1. Classroom level discipline may include parent contact, classroom detention, "recovery" (student is given a break from the classroom, etc)
2. Notification of parent(s)/guardian(s).
3. Disciplinary conference.
4. Withholding of privileges.
5. Seizure of contraband.
6. Out of school suspension from school and all school activities. A student suspended out of school is prohibited from being on school grounds.
7. Suspension of bus riding privileges.
8. Expulsion from school and all school-sponsored activities and events for a definite period of time. An expelled student is prohibited from being on school grounds.
9. Notification of juvenile authorities whenever the conduct involves illegal drugs (controlled substances), "look-alikes", alcohol, weapons, or threats made regarding school safety.
10. Removal from the classroom for reasons other than redirection.
11. In-school suspension. The principal or designee shall ensure that the student is properly supervised.
12. After school or Saturday detention, provided the student's parent(s)/guardian(s) have been notified. The student must be supervised by the detaining teacher or the Building Principal or designee.

### **Notification Procedures for Suspensions**

1. Upon the receipt of a discipline referral, the principal or designee will conduct a discipline conference with the student (s) involved in the incident.
2. Parents are (will be) notified by the staff member who writes the discipline referral and/or by the principal or designee. Parents will be informed about the incident regarding their own child's actions and consequences. Parents may not receive information related to another child due to confidentiality laws and regulations.

3. A follow up suspension letter will be sent to parents within five (5) business days.
4. Out-of-school suspensions may require a reinstatement meeting. The meeting and attendees will be determined by the building principal or designee and will occur before the student is welcome to return to school.

When making placement decisions, the Principal/designee shall consider various factors. Factors to consider include, but are not limited, to:

- The reason the student was removed from class (severity of the offense)
- The type of placement options available for student(s) in that particular school and any limitations on such placements (costs, space availability, location)
- The estimated length of time of placement
- The student's individual needs and interests
- Whether the student has been removed from a teacher's class before (repeat offender)
- The relationship of the placement to any disciplinary action (e.g., if student suspension from school is required as a result of the student's conduct, is the placement applicable before and/or after the suspension?)

The Principal/designee may consult with other appropriate school personnel as the Administrator deems necessary when making or evaluating placement decisions. A student's parent(s)/guardian(s) may also be consulted regarding student placement decisions when determined by the administrator to be in the best interests of the persons involved or required by law.

1. All placement decisions shall be made consistent with established Board policies and in accordance with state and federal laws and regulations.
2. The parent(s)/guardian(s) shall be notified of the student's placement in an alternative educational setting as outlined below.

#### **Parent(s)/guardian(s) Notification Procedures**

1. The teacher shall notify the parent(s)/guardian(s) of a minor student by telephone within 24 hours after removing a student from a class for disciplinary reasons. This notification shall include the reasons for the student's removal from class and strategies for remediating the unacceptable behavior.
2. The Principal/designee shall notify the parent(s)/guardian(s) by telephone or in writing when a teacher has removed a student from a class and resulting in disciplinary action. This notification shall include the reasons for the student's removal from class and the placement decision involving the student. The notice shall be given as soon as practicable after the student's removal from a class and the placement determination.
3. If the removal from class and change in educational placement involves a student with a disability, the parent(s)/guardian(s) notification shall be made consistent with state and federal laws and regulations or IEP.
4. If the student removed from a class is also subject to disciplinary action for the particular classroom conduct (i.e., suspension or expulsion), the student's parent(s)/guardian(s) shall also be notified of the disciplinary action in accordance with legal and policy requirements.