

## **CODE OF STUDENT CONDUCT**

The items in this Code are applicable to misconduct by a student that occurs off of property owned or controlled by the District but that is connected to activities, events, or incidents that have occurred on property owned or controlled by the District and misconduct by a pupil that, regardless of where it occurs, is directed at a school District official or employee or the property of such official or employee and all students when properly under the authority of school personnel during a school activity, function, or event whether on property owned, rented, or maintained by the Board of Education or property owned, rented, or maintained by another party. Additionally, the provisions of this Code shall apply to students if the prohibited act(s) takes place while on properties immediately adjacent to school property, within the line of sight of school property, on school transportation, or if the act affects the operation of the schools.

This Code shall also be inclusive for the right to exercise authority and for personal and property protection of administrators, teachers, librarians, or clerks, substitute teachers, teacher aides, monitors, authorized volunteers, tutors, secretaries, cooks, custodians, bus drivers, visitors, or other authorized school personnel.

## **VIOLATIONS**

Violation by a student of any one or more of the following rules of conduct may result in disciplinary action(s), which may include detention, parental contact, referral to legal authorities, emergency removal, disciplinary removal, suspension, expulsion, or permanent exclusion. A student may be suspended pending the outcome of expulsion proceedings.

### **A. Disruption of School**

A student shall not use violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other conduct intentionally causing the substantial and material disruption or obstruction of any lawful mission, process, or function of the school. Neither shall he/she urge other students to engage in such conduct for the purpose of causing the substantial and material disruption or obstruction of any lawful mission, process or function of the school if a substantial and material disruption or obstruction is reasonably certain to result from his/her urging.

Disruption of school shall include, but is not limited to, the following types of behavior:

1. Unauthorized occupying of any school building, school grounds, or part thereof with intent to deprive others of its use.
2. Unauthorized blocking of the entrance or exit of any school building or corridor or room therein, with intent to deprive others of lawful access to or from, or use of, the building or corridor or room.

3. Prevention of or attempting to prevent by any act the convening or continued functioning of any school, class, or activity of or any lawful meeting or assembly on the school campus.
4. Preventing students or other authorized persons from attending a class, a school activity, or boarding/unboarding a school vehicle.
5. Except under the direct instruction of the principal or his/her designee, blocking normal pedestrian or vehicular traffic on a school campus.
6. Continuously and intentionally making noise or acting in any manner so as to interfere seriously with the teacher's ability to conduct his/her class, supervise a study hall, or conduct any other proper school function.
7. Displaying a belligerent, defiant and/or insubordinate (disobedient) manner in refusing to comply with reasonable requests of authorized school personnel.
8. Consensual and inappropriate physical contact or public display of affection.
9. Prevention of or attempting to prevent by any act the functioning of the school disciplinary process.
10. ID Card Violation – All high school students must wear on a lanyard, around their neck, an official Mentor High School identification card.
11. Temporary ID Card Violation – All students must wear an official temporary identification card obtained from the high school pupil services office when not in possession of their card.
12. Defacing ID Card – All students must not deface their identification tag in any way. This includes stickers, press-ons, personal markings, pictures or cuttings. All defaced identification cards must be replaced immediately.

B. Damage, Destruction or Theft of Property

1. School Property: A student shall not intentionally cause or attempt to cause damage or to vandalize school property or to steal or attempt to steal school property. Damage or vandalism can include, but is not limited to, writing on desks, graffiti, or damaging bus seats. In accordance with the Ohio Revised Code 3109.09, parents or guardians will be held fiscally responsible for any property damage by their child.
2. Property of Others: A student shall not intentionally cause or attempt to cause damage to property of others, or steal or attempt to steal others' property.

C. Threats and Intimidation (Menacing)

A student shall not threaten with physical violence or coerce by any means any student, teacher, or other school employee or visitor. A student shall not urge another student or person to threaten with physical violence or coerce by any means any student, teacher, or other school employee or visitor. Intimidation shall include, but is not limited to, threats used to extort money or any other item of value from another student or person. This includes pushing of another student.

D. Hazing

No student, including leaders of student organizations, shall plan, encourage, or engage in any hazing. Hazing is defined as doing any act or coercing another, including the victim, to do any act of initiation into any student or other organizations that causes or creates a substantial risk of causing mental or physical harm to any person. Permission, consent, negligence, or assumption of risk by an individual subject to hazing does not lessen the prohibition contained in this rule.

E. Use or Possession of Tobacco Products

A student shall not possess, use, sell, or offer to sell, buy or offer to buy, or distribute any tobacco product including, but not limited to cigarettes, cigars, snuff and chewing tobacco or aid any other student to use, sell or distribute any tobacco product including but not limited to cigarettes, cigars, snuff and chewing tobacco.

F. Use or Possession of Alcoholic Beverages or Drugs

A student shall not possess, use, sell or offer to sell, buy, or offer to buy, transmit, cultivate, manufacture, be under the influence of or aid any other student or person to possess, use, sell or offer to sell, buy or offer to buy or transmit, cultivate, manufacture, any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, “inhalant,” “look-alike,” “designer drug,” controlled substance, dangerous substance or any other drug or counterfeit controlled or dangerous drug or intoxicant of any kind.

The prescribed use of a drug as authorized by a medical prescription and properly contained and labeled from a registered pharmacist or physician or aspirin or its substitutes or over the counter cold remedies or drugs which are properly labeled and contained or which are for external use only, shall not be considered a violation of this rule, provided school policy is adhered to, possession of medication is in a prescribed quantity, and drugs are not transferred in any way and remain in the possession of the person for whom the prescription or medication was specifically intended. Medications and prescription drugs that are authorized for possession or consumption during school should be registered with the school nurse prior to their consumption (Policy 6.34).

The sale of any substance specified in the section or the possession of or aiding another student in the possession of a quantity of a controlled substance or dangerous substance, as specified above, which meets or exceeds the quantities necessary to qualify as a “bulk” amount (defined in R.C. 2925.01) shall be considered a more serious offense than possession of a quantity less than the “bulk” amount.

The possession, use, sale or offer to sell, purchase or offer to purchase or transmittal of any substance which is represented or held out to be one of the substances prohibited by this rule, including, but not limited to illegal, illicit, prescription, over the counter medication, or “look-alike” drugs, is also prohibited. Possession of smoking devices or other paraphernalia typically used in the consumption of dangerous drugs or controlled substances is also prohibited as is the possession or use of any electronic device with the capability of transmitting and/or receiving communication, not authorized by school personnel.

Over-the-counter drugs containing known stimulants (caffeine, phenylpropanolamine and ephedrine), for example NO-DOZ and diet pills and antihistamines, which act as sedatives, are known to serve as gateway drugs to use of stronger and more dangerous substances. These drugs can be in and of themselves, abused, and are prohibited from school.

G. Repeated Violation of School Rules

A student shall not repeatedly fail to comply with school rules and regulations or directions of teacher, student teachers, teacher aides, principals, or other authorized school personnel during any period of time when he/she is properly under the authority of school personnel.

H. Use or Possession of Weapons and Dangerous Instruments

A student shall not possess, handle or transmit a knife, razor, ice pick, explosive, pistol, rifle, shotgun, pellet gun, stun gun, pepper spray, mace, chains, smoke or irritant-producing devices or any other object that can be used as a weapon or that can reasonably be considered a weapon or resemble or is a facsimile of a weapon. This rule does not apply to normal school supplies like screwdrivers in industrial arts or vocational programs or exacto knives in art class when used for their intended purpose. A student shall also not knowingly possess a deadly weapon or dangerous ordnance or knowingly convey or attempt to convey any deadly weapon or dangerous ordnance or possess an object, as defined in the policy governing dangerous weapons, in a school safety zone.

I. Setting of Fire and Possession and Use of Fireworks and Other Explosive Devices

No student in school, on school premises, or school buses shall:

1. Expend fireworks.

2. Possess or transport commercial fireworks or materials that could easily be converted to use in creating explosive type devices.
3. Aid any other student or person to expend fireworks.
4. Construct or help another student or person to construct an explosive-type device.
5. Set a fire, urge or aid any other student or person in setting a fire.
6. Set a smoke or “stink” bomb or urge or aid any other student or person in setting a smoke or “stink” bomb in school or on school premises.
7. Possess or use any incendiary device not under supervision of a faculty member to include, but not limited to, cigarette lighters or matches.
8. Be in possession of, handle, or sell any form of ordnance (for example, bullets, blanks, or look-alike ammunition).

J. False Reporting of Fire Alarms, Bomb Threats, Fires

No student shall submit or urge any other student or person to submit a false fire alarm or false report that a bomb or other explosive device is located within any school building, on a school bus or other service or administrative buildings. No student shall interfere with, tamper with, or otherwise reduce the effectiveness or accessibility to fire extinguishers, fire hoses, fire alarms, emergency exit signs, automated external defibrillators (AED), or other safety equipment.

K. Identification

All students must promptly, upon request, correctly identify themselves to authorized personnel in school buildings, on school grounds, on school buses, or at school-sponsored events.

L. Profane, Abusive, or Disrespectful Language and Gestures

Students shall not use any form of abusive, profane, offensive, obscene, or disrespectful language or gestures. . .

1. in general, or
2. toward authorized school personnel.

M. Physical Injury and/or Fighting

1. Fighting – A student shall not cause or attempt to cause physical injury by fighting.
2. Physical Injury – A student shall not behave in such a way as could reasonably cause physical injury to self or another.

N. Actions for Assault and Battery

No student or group of students shall threaten/assault or use force/battery to any staff member, his/her family or property or to any other person.

O. Attendance

Students (and their parents) shall comply with state and local attendance laws. School attendance shall include, but is not limited to, attendance at all assignments as specified in the student's schedule. In addition, students must not be tardy to their assignments as specified in their schedules. Thus, the following subsections of this code apply:

1. Students must not be tardy to school in general. They must report to their first assignment on time, and they must be on time to their class periods or other assignments as specified in their schedule.
2. Students must not be absent from class without permission. This includes being present in school but not attending assigned classes. Such absence will be considered class truancy.
3. Students must not be absent from school without permission. This includes coming to school and then leaving the building without authorization. Such absence will be considered truancy from school.
4. Students must attend teacher detentions on time and as assigned. Absence from or tardiness to teacher detentions will be considered truancy from teacher detentions.
5. Students must attend office detentions/ASR's on time and as assigned. Absence from or tardiness to office detentions/ASR's will be considered truancy from office detentions.
6. Unauthorized presence in areas of the school without a pass or without the permission of a staff member is considered a violation of this code.

(NOTE: Students of compulsory school age who have been absent without legitimate excuse as approved by school personnel for 10 consecutive days, or a total of at least 15 days during a semester, with appropriate hearing and notification procedure, shall be reported to the Ohio Bureau of Motor Vehicles for denial of driving privileges.)

P. Gambling

No student shall gamble or assist others to gamble.

Q. Unlawful Behavior

No student shall be involved in any conduct which violates local, state or federal law, where such conduct or the likelihood of engaging in such conduct poses a clear and present danger to the health, welfare or safety of self and others. School disciplinary action will be in addition to any action civil or juvenile authorities choose to take. Unlawful acts may include, but are not limited to: spitting, assault, battery, larceny, robbery, malicious mischief, unlawful assembly, malicious threats, affrays, arson, malicious use of the telephone, false fire alarms, or extortion.

R. Falsification, Forgery, and Cheating

1. Falsifying Information – No student shall change, alter or modify, or attempt to change, alter or modify any record, document or form required to be submitted to or used in the operation of the schools. Falsification also shall include, but is not limited to, any verbal representation intended to have or actually having the same effect of any written forgery as specified.
2. Forgery of school or school related documents – No student shall knowingly forge any writing of another or forge any writing so that it purports to be genuine when it is actually false. No student shall use or aid another student to use any altered, modified or forged record, document or form required to be submitted or used in the operation of the school.
3. Cheating or plagiarizing – No student shall copy or plagiarize any record or document of another or use a record or document as their own when it is actually someone else's. This includes, but is not limited to, any documents from the internet.

S. Transportation

Students must ride only their assigned bus unless approved by their building principal for riding other than their assigned bus. All students must comply with the following regulations while using, preparing to use, or immediately after the use of any transportation provided by the Mentor Schools:

1. Pupils shall arrive at the bus stop before the bus is scheduled to arrive.
2. Pupils must wait in a location clear of traffic and away from the bus stops.

3. Behavior at school bus stop must not threaten life, limb, or property of any individual.
4. Pupils must go directly to an available or assigned seat so the bus may safely resume motion.
5. Pupils must remain seated, keeping aisles and exits clear.
6. Pupils must observe classroom conduct and obey the driver promptly. When any school bus is stopped for any railroad crossing, all passengers must be silent until the crossing is completed.
7. Pupils must refrain from eating and drinking on the bus except as required for medical reasons. (This includes pop, candy, gum, etc.)
8. Pupils must not use profane language.
9. Pupils must not use tobacco on the bus.
10. Pupils must not have alcohol or drugs in their possession on the bus except for prescription medication required for a student.
11. Pupils must not throw or pass objects on, from, or into the bus.
12. Pupils may carry on the bus only objects that can be held in their laps. Animals, firearms, ammunition, weapons, explosives or other dangerous materials or objects are prohibited on school buses.
13. Pupils must leave or board the bus at locations to which they have been assigned unless they have parental and administrative authorization to do otherwise.
14. Pupils must not put head or arms out of the bus windows.
15. Students must wait for driver's signal before crossing in front of the bus. Students shall cross ten feet in front of bus and be alert for oncoming vehicles.
16. Students who fail to properly identify themselves, when requested, shall be considered for suspension from all bus service from school.

T. Dress and Appearance

Students' dress and appearance shall be in accordance with the properly adopted dress guidelines and not in a manner that presents a clear and present danger to the student's health and safety, or in a manner which causes or can cause an interference with school work or which creates a classroom or school disruption. The wearing of insignia, including,

but not limited to T-shirts, belt buckles, etc., which promote, encourage and/or describe activities prohibited in this policy and those insignia which can be forecast to materially and substantially disrupt the operation of the school are prohibited. Hats/caps and coats/jackets will be removed upon entering the school building.

U. Compliance with Driving/Parking Regulations

All students driving to school must keep their vehicles under control at all times, following established safety procedures, and comply with school parking regulations, as defined in School Board Policy.

V. Possession of Stolen School or Private Property

No student shall receive, retain, or possess school or private property knowingly or having reasonable cause to believe it has been stolen.

W. Refusing to Accept Discipline

Violation of the conditions of student discipline as specified in the student discipline notice to parents shall be considered a separate and distinct disciplinary violation and subject to additional disciplinary penalties including additional suspension and /or expulsion. This pertains to all disciplinary actions: In School Restriction, After School Restriction, Saturday School Detention and the Insight Program.

X. Sales on School Premises

No student shall sell, offer to sell, buy, offer to buy, or exchange or trade any service, product, material, substance or other thing of value without prior authorization of the building principal.

Y. Harassment

No one, including employees or administrators shall be subjected to harassment in any form and by any means of communications or actions. Harassment includes but is not limited to unwelcome sexual advances or any form of uninitiated or improper physical contact, sexual remarks or sexual acts. Harassment shall also include stalking of another person, or any speech or action that creates a hostile, intimidating, or offensive learning or work environment.

Some forms of sexual harassment of a student by another student may be considered a form of child abuse which would require that the student-abuser be reported to proper authorities in compliance with state law.

Z. Harassment, Intimidation, or Bullying

No student shall harass, intimidate, or bully or attempt to harass, intimidate, or bully another student, employee or administrator.

AA. Racial, Religious or National/Origin Bigotry and Intolerance

No student shall display racial, religious or national origin bigotry or intolerance. No students shall violate or urge others to violate the civil rights of any other person.

BB. Student Group

It is the policy of the Board of Education that student groups be recognized as authorized school organizations only if they are approved by the school administration, sponsored by school-approved personnel, composed of members of the current student body, hold the majority of their meetings at school, and have established aims which are educational in nature.

Definition of a Gang

A gang is defined as any non-school sponsored group, usually secret and/or exclusive in membership, whose purpose or practices include unlawful or anti-social behavior or any action that threatens the welfare of others. Gang activity includes but is not limited to: recruitment, initiation, a manner of grooming, hair style and/or wearing of clothing, jewelry, head coverings, or accessories which by virtue of color, arrangement, trademark or other attribute denotes members in a gang, displaying gang markings or slogans on school or personal property or clothing, having gang tattoos, possessing literature that indicates gang membership, fighting, assault, hazing, extortion, establishing turf, use of hand signals, gang vocabulary and nicknames, possession of beepers or cellular phones, possessing of weapons or explosive materials, possession of alcohol, drugs, drug paraphernalia, attendance at functions sponsored by a gang or know gang members, exhibiting behavior fitting policy profiles of gang-related drug dealing, being arrested or stopped by police with a known gang member, selling or distributing drugs for a known gang member, helping a known gang member commit a crime, or any action directly resulting from membership or interest in a gang.

Membership in the organization or operation of any school fraternity, sorority, or other secret society as described by law is prohibited through the School District.

CC. Computer Use

Students may not use any school computers in an unauthorized manner. Unauthorized use may include, but not be limited to, access to illicit areas of the internet, plagiarism, tampering with school records or school work, or in any way using a school computer for personal gain not related to official school projects or papers.

DD. Possession of Electronic Communication Devices

Students may not use any electronic communication devices in an unauthorized manner.

EE. Students may not attempt to engage in conduct prohibited by this policy.

LEGAL REFS: O.R.C. §3313.661

Adopted: January 13, 2009