

Roselle Public School District Code of Student Conduct



ROSELLE
PUBLIC SCHOOLS
FIRST IN LIGHT FIRST IN EDUCATION

2022-2023

Roselle Board of Education
710 Locust Street
Roselle, New Jersey 07203

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 Dr. Lissette Gonzalez-Perez, Assistant Superintendent
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District Mission

The Roselle Public School District is committed to and will prepare all of our students for college, work, and life. We will provide a safe, clean, positive and supportive learning environment in which all students can successfully develop socially, emotionally, and academically into lifelong learners and responsible and productive citizens. We will continually strengthen and align our curriculum with state, national and international standards that are engaging, rigorous, relevant, and implemented consistently. We will ensure that all students, parents, staff and community members are respected and informed in our family-friendly schools. We will strive to motivate and engage all of our students through various innovative instructional strategies, methods and techniques. Utilizing students' skills, talents, and unique abilities, we will prepare them to meet the demands of an ever-changing competitive 21st century global society.

District Vision

To prepare all of our students for college, work and life in high performing Roselle Public Schools.

School Hours

	<u>START</u>	<u>DISMISSAL</u>
Roselle Pre-Kindergarten (Full Day)	8:40 a.m.	3:00 p.m.
Roselle Pre-Kindergarten (Half-Day a.m.)	8:40 a.m.	11:30 a.m.
Roselle Pre-Kindergarten (Half-Day p.m.)	12:20 p.m.	3:00 p.m.
Kindergarten Success Academy	8:30 a.m.	2:45 p.m.
Dr. Charles C. Polk School	8:45 a.m.	2:55 p.m.
Harrison Elementary School	8:45 a.m.	2:55 p.m.
Washington Elementary School	8:45 a.m.	2:55 p.m.
Leonard V. Moore Middle School	8:45 a.m.	2:55 p.m.
Grace Wilday Junior High School	8:30 a.m.	3:00 p.m.
Abraham Clark High School	8:00 a.m.	2:53 p.m.

Half-Day Schedule

A half-day schedule will be followed for Parent-Teacher Conference dates, some Staff In-Service days, as well as the day preceding the Thanksgiving Holiday, Memorial Day Holiday, Spring and Winter breaks, and the last day of classes for students. The Half-Day dismissal time for grades K-12 is 12:45 pm.

Delayed Opening Schedule

In case of inclement weather, the Superintendent will make the announcement of delayed opening by 5:30 a.m. through the School Messenger System. Delayed school opening will also be posted on the district website.

Classes will begin at 10:00 a.m. and end at the regularly scheduled times. There will be no Before School Programs on delayed opening days. **There will be no before care student supervision.** Students should report to school *no earlier than* 10 a.m.

Duty of Care

School District administration, teacher and staff are responsible for following up with parent and/or guardian, and beyond, if necessary if:

- students are non-responsive, not completing assignments, or attending classes;
- student verbal or electronic communication with teacher, counselor or other gives notice of a possible issue, even if non-specific, about cause;
- parent notifies a school official;
- other students or staff learn of issues on social media

Expectations

These expectations serve as a guide for all stakeholders. Working together as a community we promote the growth of our students as a whole person, and help them succeed academically, socially and emotionally.

Students are expected to:

- Attend school regularly and punctually; If mandated, have their temperature taken
- If Mandated, wear a mask that covers the nose and mouth. Masks must fit snugly and completely cover the nose and mouth. Have two or more layers of breathable fabric, and be washed regularly if they are reusable. No neck gaiters, bandanas, mesh masks, or masks containing a vent or exhalation valve.
- Come prepared for classes, complete all classwork, submit homework in ontime
- Participate in classroom work and discussions
- Be accountable for their actions
- Act responsibly with consideration for others
- Appreciate and respect one another's differences

- Resolve differences using discussion and assistance from school personnel
- Follow school rules and regulations
- Wear school uniform on a daily basis
- Be substance and drug free

Parents are expected to:

- Support the school's goals and standards of discipline set for the students
- Ensure that students that have a fever or Covid-19 symptoms remain home
- Ensure that their child attends school regularly and punctually
- Make sure their child comes to school well prepared for class
- Teach their children to take responsibility for their own actions
- Instill in their children a healthy respect for authority
- Communicate with staff members, in a timely manner, regarding their child's progress.
- Encourage discipline and good behavior at home and in school
- Maintain open lines of communication, update contact information as needed, attend school meetings and conferences.
- Attend online meetings; if scheduled for an in person meeting parents ***must have their temperature taken and wear a mask that covers the nose and mouth, and is made of two or more layers, if mandated.***
- Cooperate with the school for the benefit of the child.

Faculty and Staff will:

- Create and maintain a safe, productive learning environment
- Adhere to District/School rules
- Communicate with parents in a timely, consistent, and effective manner
- Keep parents informed of the student's progress and other concerns
- Serve as role models for the students
- Develop classroom / time management strategies for optimal student learning
- Support and promote positive classroom interactions
- Encourage students to strive for excellence and develop their individual abilities
- Create lesson plans that are engaging, challenging, and stimulating for all students

Code of Student Conduct

The Roselle Public School District is embracing a culture of restorative practices in an effort to improve the quality of relationships among all members of the school community. As such, when things go wrong those responsible for and those affected by behaviors and/or actions will be involved in solving the problems.

Our goal is to give everyone a voice and to minimize suspensions. Each school has a Restorative Practices Team that will schedule small group conferences with the students involved, or Community Conferences which in addition to the wrongdoer/s and victim/s also include bystanders/witnesses, other parties affected such as teachers, and supporters for the victims and wrongdoers, i.e. people who can provide a sense of safety for the victims and assist in the exploration of the harm caused (Thorsborne & Vinegrad, 2019, p.87).” It is important that the wrongdoer/s understand the harm their behaviors/actions caused, and it is equally important for the victim/s to have a voice.

The Code of Student Conduct serves to support a positive learning environment and for the efficient operation of the Roselle Public Schools. The Code of Conduct has been compiled in a manner that allows students to understand the disciplinary consequences for their actions, and also allows for restorative justice practices. *Please note that all disciplinary infractions will be documented in the Student Information System (Genesis) by school staff.*

This document is not meant to be inclusive of all infractions that may occur in the school. Consequences to conduct violations will be imposed on a case by case basis at the discretion of the building administration with the support of the Restorative Practices Team. In some cases, a consequence other than that listed may be imposed. Factors that will be considered are the severity of the offenses, the developmental ages of the students, the students’ intent, the students’ histories of inappropriate behaviors, and the students’ classification or lack thereof. The Superintendent has the flexibility to make exceptions or to take actions other than those specified.

Conduct Violations

A. Arson	
First Offense	Notify Parent/Guardian; Same day mandatory conference; up to 10 day suspension with a mandatory parent/guardian conference upon return; Recommended Mental Health Screening; Contact Superintendent/Assistant Superintendent by telephone and email; Contact Police and Fire Department; Possible referral for Superintendent’s hearing; Possible expulsion hearing.
Second Offense	Notify Parent/Guardian; Same day mandatory conference; up to 10 day suspension with a mandatory parent/guardian conference upon return; Mandatory Mental Health Screening; Contact Superintendent; Contact Police and Fire Department; Referral for Superintendent’s hearing; Possible expulsion hearing
Restoration applies to all offenses.	Restorative Practices Team Members(s) will schedule a Small Group Conference with all students involved or a Community Conference.

B. Assault	
First Offense	<p>Assault may result in a suspension from school up to 10 days with a mandatory parent/guardian conference upon the student’s return to school. A Harassment, Intimidation and Bullying (HIB) Investigation will be filed, and a police report may be filed.</p> <p>Endangering others by purposely removing masks and coughing, sneezing on others will be considered assault.</p> <p>An assault on a teacher, staff member or Board member is considered aggravated assault. Depending upon the seriousness and intent, charges of assault and/or terroristic threat may result in a suspension or expulsion hearing and a police complaint.</p>
Second Offense	Assault will result in a mandatory 10 day suspension from school, a mandatory parent/guardian conference upon the student’s return to school, a Harassment, Intimidation and Bullying (HIB) Investigation, possible report to the Division of

	<p>Family Services, and a police report may be filed.</p> <p>Endangering others by purposely removing masks and coughing, sneezing on others will be considered assault.</p> <p>An assault on a teacher, staff member or Board member is considered aggravated assault. Depending upon the seriousness and intent, charges of assault and/or terroristic threat may result in a suspension or expulsion hearing and a police complaint.</p>
Restoration applies to all offenses.	Restorative Practices Team Members(s) will schedule a Small Group Conference with all students involved or a Community Conference.

C. Cheating	
First Offense	A grade of “Incomplete” for the assignment, test, etc... Teacher will notify Parent/Guardian and Principal of this infraction. The student will be allowed to retake the test or complete the assignment. The grade for the retake will reflect the grade earned added to 50 and then averaged. Also, remind students of the re-do, retake policy.
Second Offense	A grade of “F” for the assignment, test, etc... Mandatory parent/guardian conference with the School Principal; 1-3 days of detention.
Restoration applies to all offenses.	Restorative Practices Team Members(s) will schedule a Small Group Conference with all students involved or a Community Conference.

D. Cutting Class	
First Offense	Maximum grade of 60 for making up missed class assignments, Grades K12: Restorative Practice Activity (1 day) ; Parent/Guardian Contact.
Second Offense	Maximum grade of 60 for making up missed class assignments. Grade K-12: Restorative Practice Activity (1-2 days); Parent/Guardian Contact
Third Offense	Maximum grade of 60 for making up missed class assignments. Grades K-12: Restorative Practice Activity (2 to 3 days); Mandatory Parent/Guardian Conference and Intervention & Referral Services (I&RS Referral).
Restoration applies to all offenses.	Restorative Practices Team Members(s) will schedule a Small Group Conference with all students involved or a Community Conference.

*	<p>10 or more cumulative unexcused absences is considered truancy. Parents/Guardians may be charged with a disorderly persons offense:</p> <p>1st offense –\$150.00 fine or higher. Subsequent fines for offenses are decided by the Court/Judge, each additional day is a separate offense and a separate fine. Parents/Guardians may be referred to the Superior Court. The truant student may be found to be a juvenile delinquent.</p> <p>Possible Loss Privileges: Extracurricular activities, athletic competitions and possible loss of credit for courses.</p>
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E. Leaving Class, Leaving Assigned Location without Permission, Arriving Late or Truancy	
First Offense	Maximum grade of 60 for making up missed class assignments, Grades K-12: Restorative Practice Activity (1 day); Mandatory parent/guardian conference with counselor.
Second Offense	Maximum grade of 60 for making up missed class assignments. Grade K-12: Restorative Practice Activity (1-2 days); Mandatory parent/guardian conference with principal and referral to Intervention & Referral Services.
Third Offense	Maximum grade of 60 for making up missed class assignments. Grades K-12: Restorative Practice Activity (2 to 3 days); Mandatory Parent/Guardian Conference with administration, counselor, attendance officer and I & RS Team.
Restoration applies to all offenses.	Restorative Practices Team Members(s) will schedule a Small Group Conference with all students involved or a Community Conference.
*	<p>10 or more cumulative unexcused absences is considered truancy. Parents/Guardians may be charged with a disorderly persons offense:</p> <p>1st offense –\$25.00 fine. Subsequent offenses up to \$100.00 fine, each additional day is a separate offense and a separate fine. Parents/Guardians may be referred to the Superior Court of New Jersey. The truant student may be found to be a juvenile delinquent.</p>

F. Lack of Participation in Restorative Practice or Cut Detention	
First Offense	Maximum grade of 60 for making up missed class assignments. Two detentions (Initial Detention + Additional Detention) and Parent notification.
Second Offense	Maximum grade of 60 for making up missed class assignments. Up to 1 day suspension; Mandatory parent/guardian conference with principal and referral to Intervention & Referral Services.
Third Offense	Maximum grade of 60 for making up missed class assignments. Up to 2 day suspension; Mandatory Parent/Guardian Conference with administration, counselor, attendance officer and I & RS Team.

Restoration applies to all offenses.	Restorative Practices Team Members(s) will schedule a Small Group Conference with all students involved or a Community Conference.
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G. Defiance of Authority, Disobedience, and Disruption	
First Offense	Teacher Mediation; Possible Administrative Mediation; Parental/Guardian Contact; Restorative Practice.
Second Offense	Administrative Mediation; Mandatory Parental/Guardian Conference; Restorative Practice; Possible 1-3 day Suspension; Referral to Counseling Department which may result in a referral to the Intervention & Referral Services Team and/or a referral to outside resources.
Third Offense	Administrative Mediation; 1-4 days Suspension. Mandatory Parent/ Guardian Conference with the administration and the counselor prior to student's readmission.
Restoration applies to all offenses.	Restorative Practices Team Members(s) will schedule a Small Group Conference with all students involved or a Community Conference.

H. Fighting/Violence & Snowball Fights	
First Offense	Up to 5 Day Out-of-School Suspension, Mandatory Parent/Guardian conference with Administration prior to the student's readmission to school
Second Offense	Mandatory Parental/Guardian Conference with Administration; Up to 10 days Out-of-School Suspension (at administrator's discretion based upon proximity to first offense, aggressor/defender dynamic, etc...); Referral to the Intervention & Referral Services Team (I&RS); Referral to Effective School Solutions (Grades 5-8) and Teen Guide Zone (9-12); Building Administrator consultation with District Administration.
Third Offense	Mandatory Parental/Guardian Conference with Administration and the Counselor prior to student's readmission.; Referral to outside counseling; Possible two week Home Instruction with administrative review prior to readmittance; Possible expulsion hearing with superintendent.
Restoration applies to all offenses.	Restorative Practices Team Members(s) will schedule a Small Group Conference with all students involved or a Community Conference.

I. Destruction of School, Staff or Student Property/Vandalism	
First Offense	Age of pupil and degree of severity, degree of damage to property, seriousness of the offense and the pupil's previous disciplinary record will be considered: Up to 3 Day Out-of-School Suspension; Mandatory Parent/Guardian readmission conference with School Counselor and Administration; Possible Mental Health Screening; Referral to

	I&RS; Counseling; Restorative Practices Project or Assignment; Restitution for Clean-Up of vandalized school property; A police report or complaint may be filed.
Second Offense	Age of pupil and degree of severity, degree of damage to property, seriousness of the offense and the pupil’s previous disciplinary record will be considered: Up to 10 Day Out-of-School Suspension; Mandatory Parent/Guardian readmission conference with School Counselor and Administration; Depending on offense, mandatory Mental Health Screening referral to I&RS; Counseling; Grades 5-8: Referral to Effective School Solutions, Grades 9-12: Referral to Teen Guide Zone; Restorative Practices Project or Assignment; Restitution for Clean-Up of vandalized school property; Depending on the offense police report or complaint will be filed.
Third Offense	Age of pupil and degree of severity, degree of damage to property, seriousness of the offense and the pupil’s previous disciplinary record will be considered; Possible two week Home Instruction with administrative review prior to readmittance; Mandatory Parent/Guardian readmission conference with School Counselor and Administration; Depending on offense, possible Board hearing for long-term suspension and/or placement in an alternate education setting; A police report or complaint will be filed.
Applicable to all Offenses	Refer to Policies 7610 and 9260: Where any property, real or personal, owned by this Board has been willfully and maliciously damaged by any minor, whether or not the person is enrolled in this district, the Board shall bring civil action against the parent(s) or legal guardian(s) having legal custody and control of the person at the time the damage was caused, for the full amount of the damage.
Restoration applies to all offenses.	Restorative Practices Team Members(s) will schedule a Small Group Conference with all students involved or a Community Conference.

J. Theft/Extortion	
First Offense	Degree of severity of the offense and the pupil’s previous disciplinary record will be considered: Up to 3 Days Out-of-School Suspension; Mandatory Parent/Guardian readmission conference with School Counselor and Administration; Referral to School Counselor; Restorative Practice Project or Assignment; A police report or complaint may be filed.
Second Offense	Degree of severity of the offense and the pupil’s previous disciplinary record will be considered: Up to 7 Days Out-of-School Suspension; Mandatory Parent/Guardian readmission conference with School Counselor and Administration; Referral to I&RS; Possible referral to outside counseling; Grades 9-12: Referral to Teen Guide Zone; A police report or complaint may be filed.
Third Offense	Degree of severity of the offense and the pupil’s previous disciplinary record will be considered: Up to 10 Days Out-of-School Suspension; Mandatory Parent/Guardian readmission conference with School Counselor and Administration; Refer to outside counseling; ACHS - Referral to Teen Guide Zone; Restitution; Possible Board hearing for long-term suspension and/or placement in an alternate education setting; A police

	report or complaint may be filed.
Restoration applies to all offenses.	Restorative Practices Team Members(s) will schedule a Small Group Conference with all students involved or a Community Conference.

K. Forgery of a document (passes, notes, parent signatures, etc...)	
First Offense	1-3 Days of detention; Parent/Guardian contact.
Second Offense	2-3 Days of detention; Mandatory Parent/Guardian Conference with School Counselor and Teacher.
Third Offense	3-4 Days of detention; Mandatory Parent/Guardian Conference with Principal/Vice-Principal, School Counselor and Teacher, and referral to Intervention & Referral Services.
Restoration applies to all offenses.	Restorative Practices Team Members(s) will schedule a Small Group Conference with all students involved or a Community Conference.

L. Inappropriate Conduct: Public displays of affection, Vulgarity, Profanity, Obscenities, Gambling, Violation of classroom rules	
First Offense	Age of pupil and degree of seriousness of the offense and the pupil’s previous disciplinary record will be considered. Teacher warning & Parent/Guardian contact. Possible assignment of 1-2 days of detention.
Second Offense	Age of pupil and degree of seriousness of the offense and the pupil’s previous disciplinary record will be considered. Parent Conference with Administrator and School Counselor prior to readmission. 2-3 days of detention may be assigned.
Third Offense	Up to 3 days Out-of-School Suspension; Mandatory Parent/Guardian Conference with School Counselor and Administration prior to student readmission to school; Referral to Intervention and Referral Services Committee, Referral to Effective School Solutions for grades 5-8, and to Teen Guide Zone for grades 9-12.
Restoration applies to all offenses.	Restorative Practices Team Members(s) will schedule a Small Group Conference with all students involved or a Community Conference.

M. Inappropriate Conduct: Dress Code Violation	
First Offense	Contact the parent and request that they bring a uniform for the student. Documentation as a “Warning” in the Student Information System (Genesis). Age of pupil and previous dress

	code will be considered. <ul style="list-style-type: none"> Refer to Board Policy
Second Offense	Age of pupil and degree of seriousness of the offense and the pupil’s previous dress code violation will be considered. Mandatory Parent/Guardian Conference with School Counselor and Administration. Possible detention.
Third Offense	Parental contact to bring a uniform for the student or to pick up the student. Refusal to bring a uniform or pick up the student will result in a 1 day suspension. Mandatory parent conference prior to students return to school.
Restoration applies to all offenses.	Restorative Practices Team Members(s) will schedule a Small Group Conference with all students involved or a Community Conference.

N. Inappropriate Behavior on the School Bus

First Offense	Age of pupil and degree of severity, seriousness of the offense, student's classification status (504, IEP, etc.) and the pupil’s previous disciplinary record will be considered. May result in Principal warning and/or loss of bus privileges and/or detentions; Parent/Guardian advised that further incidence will result in additional disciplinary actions. For students who have IEPs the Child Study Team (CST) will be consulted and the student will be disciplined in accordance to their prescribed IEPs.
Second Offense	Age of pupil and degree of severity, seriousness of the offense, student's classification status (504, IEP, etc.) and the pupil’s previous disciplinary record will be considered. May result in a loss of bus privileges and/or detentions for 3-5 days; Parent/Guardian advised that further incidence will result in additional disciplinary actions. For students who have IEPs the Child Study Team (CST) will be consulted and the student will be disciplined in accordance to their prescribed IEPs
Third Offense	Age of pupil and degree of severity, seriousness of the offense, student's classification status (504, IEP, etc.) and the pupil’s previous disciplinary record will be considered. Will result in the loss of bus privileges. Parent/Guardian advised that further incidence will result in additional disciplinary actions. For students who have IEPs the Child Study Team (CST) will be consulted and the student will be disciplined in accordance to their prescribed IEPs
Restoration applies to all offenses.	Restorative Practices Team Members(s) will schedule a Small Group Conference with all students and staff involved or a Community Conference.

O. Setting off a Fire or Security Alarm

First Offense	Age of pupil and degree of severity, seriousness of the offense and the pupil’s previous disciplinary record will be considered. May result in up to 10 days Out-of School Suspension; Police complaint may be filed.
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Additional Offenses	Additional offenses will result in police and/or administrative action, such as, referral to superintendent for possible expulsion hearing.
Restoration applies to all offenses.	Restorative Practices Team Members(s) will schedule a Small Group Conference with all students involved or a Community Conference.

P. Misuse of Technology/Computer Networks

First Offense	Age of pupil, seriousness of the offense and the pupil’s previous disciplinary record will be considered. Possible consequences: Loss of computer/laptop privileges for 1-3 days; Parental/Guardian Contact.
Second Offense	Age of pupil, seriousness of the offense and the pupil’s previous disciplinary record will be considered. Possible consequences: Loss of computer/laptop privileges for 3-5 days; Student will complete a Restorative Practice assignment focused on Technology Safety & Digital Citizenship. Mandatory Parental/Guardian Conference.
Third Offense	Age of pupil, seriousness of the offense and the pupil’s previous disciplinary record will be considered. Possible consequences: Loss of computer/laptop privileges for 10 days; Mandatory Parental/Guardian Conference and up to 2 Days Out-of-School Suspension.
Restoration applies to all offenses.	Restorative Practices Team Members(s) will schedule a Small Group Conference with all students involved or a Community Conference.

Q. Terroristic Threat and/or Weapons Violation

Age of pupil, intent and student's classification status (504, IEP, etc.) will be considered. Terroristic Threats and/or Weapons Violations may result in a suspension from school up to 10 days, a mandatory parent/guardian conference, and a mandatory Mental Health screening. A police report will be filed.	
Restoration - Restorative Practices Team Members(s) will schedule a Small Group Conference with all students involved or a Community Conference.	

R. Use of Personal Cell Phones

First Offense	Teacher warning documented in the Student Information System (Genesis) in the notes section.
Second Offense	Teacher warning and parental contact
Third Offense	Teacher warning, detention, and mandatory parent conference
Restoration applies to	Restorative Practices Team Members(s) will schedule a Small Group Conference with all students involved or a Community Conference.

all offenses.	
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S. Social Media: Inappropriate Posting and Distribution of Videos and Photographs	
First Offense	Age of pupil, seriousness of the offense and the pupil’s previous disciplinary record will be considered. Possible consequences: Up to 3 days of detention, Up to 1 day of suspension. Harassment, Intimidation and Bullying Investigation. Parental/Guardian Contact. *Depending on the content of the videos or photographs shared the police may be contacted.
Second Offense	Age of pupil, seriousness of the offense and the pupil’s previous disciplinary record will be considered. Possible consequences: Up to 5 days of detention, Up to 2 days of suspension. Harassment, Intimidation and Bullying Investigation. Parental/Guardian Meeting. Referral for counseling. *Depending on the content of the videos or photographs shared the police may be contacted.
Third Offense	Age of pupil, seriousness of the offense and the pupil’s previous disciplinary record will be considered. Possible consequences: Up to 5 days of suspension. Development of a Behavior Intervention Plan. Parental/Guardian Meeting with Administrator and Counselor. Referral for outside counseling. Contact the Division of Family Services. *Depending on the content of the videos or photographs shared the police may be contacted.
Restoration applies to all offenses.	Restorative Practices Team Members(s) will schedule a Small Group Conference with all students involved or a Community Conference.

T. Unexcused Absences/Truancy	
First Offense	School Principal/designee will notify the Parent/Guardian after a student’s 2nd consecutive absence or 4 th unexcused absence.
Second Offense	Following five to nine unexcused absences, the School Administrator/Attendance Officer sends a certified letter to Parent/Guardian regarding the student’s multiple unexcused absences; Parent conference with Principal and School Counselor to provide support and develop action plan; Referrals made to the I&RS Committee and the Division of Family Services.
Third Offense	Ten or more unexcused absences: Mandatory Parent/Guardian conference with Administrator; Referral to I&RS Committee and Division of Family Services, and referral to the Superior Court of New Jersey, if the student is between the ages of six and sixteen. Referral to Superintendent for further action. Possible Loss Privileges: Extracurricular activities, athletic competitions and possible loss of credit. Ten or more cumulative unexcused absences is considered truancy.

	<p>Parents/Guardians may be charged with a disorderly persons offense: 1st offense –\$150.00 fine or higher. Subsequent fines for offenses are decided by the Court/Judge, each additional day is a separate offense and a separate fine. Parents/Guardians may be referred to the Superior Court. The truant student may be found to be a juvenile delinquent.</p>
Restoration applies to all offenses.	Restorative Practices Team Members(s) will schedule a Small Group Conference with all students involved or a Community Conference.

U. Smoking/Vaping on School Grounds (Tobacco)	
First Offense	Parent/Guardian notified; Mandatory student conference with School Counselor; 1-2 days of Detention. Bathroom escort may be assigned (Security Guard).
Second Offense	Mandatory Parent/Guardian conference with the School Administrator; 2-3 days of Detention. Bathroom escort will be assigned (Security Guard).
Third Offense	Mandatory Parent/Guardian Conference with Administrator and Student Assistance Counselor (SAC); Up to 2 day Suspension; Referral to Intervention & Referral Services Team and the Substance Abuse Counselor. Bathroom escort will continue.
Restoration applies to all offenses.	Restorative Practices Team Members(s) will schedule a Small Group Conference with all students involved or a Community Conference.

V. Wrongful entry/trespassing – entering of school building(s), classrooms, and/or offices without authorized permission or cause, opening building doors for others, or refusing to leave when told to do so.	
First Offense	Age of pupil, seriousness of the offense and the pupil’s previous disciplinary record will be considered. Possible consequences: Parent/Guardian Notified; Possible 1-2 days of Detention; Possible notification of Police Department.
Second Offense	Age of pupil, seriousness of the offense and the pupil’s previous disciplinary record will be considered. Possible consequences: Parent/ Guardian conference with the Principal; Possible 2-4 days of Detention; Possible notification of Police Department.
Third Offense	Age of pupil, seriousness of the offense and the pupil’s previous disciplinary record will be considered. Possible consequences: Parent/ Guardian conference with the Principal; Possible 3-5 days of Detention or 1-2 days of suspension, Possible notification of Police Department. Referral to School Counselor.
Restoration applies to	Restorative Practices Team Members(s) will schedule a Small Group Conference with all students involved or a Community Conference.

all offenses.	
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W. Dating Violence

Consequences may include, but are not limited to: admonishment, temporary change in classroom placement and/or schedule, administrative detention, in-school suspension, out-of-school suspension, reports to law enforcement, and/or expulsion.

Remediation/intervention may include, but is not limited to: parent conferences, student counseling (all students involved in the act or incident), peer support groups, corrective instruction or other relevant learning or service experiences, supportive student interventions (Intervention and Referral Services - I&RS), behavioral management plans, and/or alternative placements.

The Board of Education shall make available to students and their families information on safe, appropriate school, family, peer, and community resources available to address dating violence.

Restoration applies to all offenses.	Restorative Practices Team Members(s) will schedule a Small Group Conference with all students involved or a Community Conference.
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V. Zero Tolerance for Guns Act

When it has been determined that a student possessed a weapon in school, on school property or at a school related activity, the student shall immediately be removed from the regular education program and placed in an alternative education program or be provided home instruction pending a hearing before the Roselle Board of Education. The Board of Education shall make a decision within five days after the close of the hearing. Based on the Board findings, the student may:

- Be returned to the regular education program.
- Be excluded from the regular education setting for not less than one (1) year, subject to a case-by-case modification by the Superintendent of Schools.

The decision of the Board of Education may be appealed to the Commissioner of Education. Policy 5611 can be seen in its entirety on the district website.

X. Possession / Distribution of a Substance - “Substance” means alcoholic beverages, controlled dangerous substances, i.e. anabolic steroids as defined at N.J.S.A. 24:21-2 and N.J.S.A. 2C:35-2, any chemical, chemical compound, which releases vapors or fumes causing a condition of intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system, including, but not limited to, glue containing a solvent having the property of releasing toxic vapors or fumes as defined at N.J.S.A. 2C:35-10.4 and over-the-counter and prescription medications which are improperly used to cause intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system.

A pupil who uses, possesses, or distributes a substance, on or off school premises, will be subject to discipline. Discipline will be graded to the severity of the offenses, the nature of the problems and the pupil’s needs. The Superintendent and/or designee will notify the appropriate law enforcement agency pursuant to N.J.A.C. 6A:16-6.3(a). The Superintendent, or designee, shall report pupils to law enforcement authorities if the staff member has reason to believe a pupil is unlawfully possessing or in any way involved in the distribution of controlled dangerous substances, anabolic steroids, or drug

paraphernalia, pursuant to N.J.A.C. 6A:16-6.3(a).

Restoration applies to all offenses.

Restorative Practices Team Members(s) will schedule a Small Group Conference with all students involved or a Community Conference.

Y. Harassment, Intimidation or Bullying (HIB) and/or Cyberbullying

Consequences will vary on a case by case basis, taking into consideration the developmental age of the pupil and the pupil’s history of problem behaviors and performance. Remedial measures shall be designed to correct problem behavior, prevent another occurrence of the problem, protect and provide support for the victim, and take corrective actions for documented systemic problems related to HIB.

The consequences and remedial measures may include, but are not limited to: Admonishment; Temporary Removal from the Classroom; Deprivation of School Privileges; Restitution and Restoration; Peer Support Group; Behavioral Assessment or Evaluation including but not limited to a Referral to the Child Study Team; Pupil Counseling; Behavioral Management Plan; Suspension; Expulsion.

The authority of any administrator, teacher or other Board of Education employee shall extend over every student whether or not they have direct responsibility for the student(s) in every area of school property, on school vehicles, at any time, and at all school functions, regardless of location, whether or not school is in session.

Due Process

The Code of Student Conduct establishes essential regulations to maintain discipline in the operation of the schools, in order to effectively promote positive student development and academic success. The Code of Student Conduct clearly outlines the procedures followed to address misconduct, in order to ensure that disciplinary responses are appropriate to the misbehavior, distinguish between minor and serious offenses, as well as between single and multiple offenses, and are administered in a fair, consistent manner.

The Board of Education may deny participation in extracurricular activities, school functions, sports, graduation exercises or other privileges as disciplinary sanctions when designed to maintain the order and integrity of the school environment, in accordance with N.J.A.C. 6A”16- 7.1(d).

Any student to be disciplined shall be provided the due process procedures for students and their families as set forth in Policy and Regulation 5600 and N.J.A.C. 6A: 16-7.2 through 7.4.

Students in Special Education Programs

The Roselle Public Schools offer the full continuum of placements to meet the needs of students with disabilities ages three through twenty-one for special education and related services.

For students with disabilities, subject to Individualized Education Programs, the Code of Student Conduct shall be implemented in accordance with the components of the applicable plans.

The district assures that physical restraint and seclusion techniques on students with disabilities are only used in an emergency in which the student is exhibiting behavior that places the student or others in immediate physical danger in accordance with the provisions at *N.J.S.A. 18A:46-13.4 et seq.*

Dress Code

Students are required to come to school wearing the prescribed school uniform. Exceptions to this rule are for school sponsored events such as, Field Day and Dress Down Days. Parents are expected to ensure that their children report to school in clean school uniforms, and students have a responsibility to dress neatly, appropriately, to be well groomed. Masks are mandatory for all students and staff members, unless otherwise advised by the Superintendent's Office.

Parents will be asked to pick up their child from school, if the child comes to class in clothing other than the prescribed school uniform, or if their clothing is in violation of the overall dress code.

Policy# 5511

Absences

The Board of Education requires students enrolled in the school district to attend school regularly in accordance with the laws of the State. Students that are absent from school for any reason are responsible for the completion of assignments missed. Parents are expected to take the initiative in calling the school to ask for their child's homework. It is the student's responsibility upon his/her return to school to meet with his/her teachers to arrange for make-up work. Absences for religious holidays or school sponsored events will not be counted in determining the total number of absences. See Policy 5200 for more detailed information.

Drug Free Zone

The Board of Education prohibits the unlawful manufacture, distribution, dispensing, possession or use of any controlled dangerous substance by any person in any school building, on school grounds, or during any activity or event sponsored by the Board.

Every employee and student of this district must agree to be bound by this policy. Anyone who violates this policy will be subject to discipline, which may include discipline or dismissal as appropriate.

Locker Searches

Policy 5770 authorizes the search of students' lockers or other storage facilities by the principal or other

officials designated by the local Board of Education. The law provides that these inspections may take place as long as written notice is given to the students at the beginning of the school year. In compliance with this law, this is to notify our students that inspections of the aforementioned areas will be on-going during the school year.

References:

Policy # Policy Title

5200 Attendance

5230 Late Arrival and Early Dismissal

5240 Tardiness

5250 Excusal from Class or Program

5420 Reporting Pupil Progress

5500 Expectations for Pupil Conduct

5511 Dress and Grooming

5512 Harassment, Intimidation, and Bullying

5513 Care of School Property

5516 Use of Electronic Communication etc.

5520 Disorder and Demonstration

5530 Substance Abuse

5533 Pupil Smoking

5535 Passive Breath Alcohol Sensor Device

5550 Disruptive Pupils

5560 Disruptive Pupils

5561 Use of Physical Restraint & Seclusion

Techniques for Students with Disabilities

5570 Sportsmanship

5600 Pupil Discipline or Code of Conduct

5610 Suspension

5611 Removal of Students for Firearms Offenses 5612

Assault of District Board of Education

Members or Employees

**5613 Removal of Students for Assaults with
Weapons Offenses**

5615 Suspected Gang Activity

5620 Expulsion

5700 Pupil Rights

5770 Pupil Right of Privacy

5701 Plagiarism

5751 Sexual Harassment

5841 Secret Societies

5850 Social Events and Class Trips

7610 Vandalism

9260 Parental Liability for Vandalism