

District Code of Conduct

Levels of Disciplinary Action

The definition of discipline begins with “to teach.” The goal of school discipline is to assist all students to successfully participate in their educational and social environments, as well as to provide a safe learning environment which protects both the school community and public property. Discipline aims to promote positive behavioral change. School staff will use an array of behavioral interventions to support students who are communicating to us through their words and actions they are not doing well, resulting in behavioral difficulties. Individual violations of the Code of School/Classroom Conduct are investigated and may result in different consequences. Below are the levels of disciplinary action. Each violation has a minimum and maximum level of disciplinary action outlined in the following pages. The following must be considered when determining the appropriate level of discipline:

- The student’s age, maturity and development level
- The student’s disciplinary record including the nature of any prior misbehavior, the number of prior instances and the intervention measured applied for each
- The students response to discipline interventions in the past
- The severity and scope of the behavior
- The circumstances/context in the conduct occurred
- The frequency and duration of the behavior
- The social-emotional status/needs of all persons involved in the behavior
- The students Behavior Intervention Plan, IEP or 504 plan

<p>Level 1 Universal Intervention</p>	<p>School staff promote high standards of behavior by teaching, modeling, providing feedback, and monitoring behavior. School staff will pair meaningful instruction and guidance to offer students an opportunity to learn from their mistakes and engage in learning to the highest extent possible. Staff and students will seek to build a shared understanding regarding expectations and will collaborate to learn together based on observed areas of challenge. Students will be provided timely, age-appropriate redirection to guide engagement, increase academic performance, improve safety and establish a positive school culture.</p>
<p>Level 2 Conference/ Interventions</p>	<p>School staff will conduct a conference with any combination of students, parents/guardians, teachers, principals and support staff. The conference may result in a behavior contract with the student, a warning to the student and/or parent/ guardian, or other action authorized by the school in compliance with the school district policies and procedures. Balanced and restorative practices and school-wide universal strategies may be used where appropriate and approved by the school principal.</p>
<p>Level 3 Suspension</p>	<p>Suspension is defined as temporary exclusion from the building and/or class and all school related activities held during or after school and on the weekends. Parents/ guardians are notified of the suspension and are required to meet with the school administration before the student returns to school. Please refer to school board policy and procedure 448.2 for details regarding timelines, process, appeals and student rights. The district will follow State and Federal Regulations when addressing a suspension for a student with a disability or 504 plan.</p>
<p>Level 4 Recommendation for Expulsion</p>	<p>The removal of the right to be educated is never considered lightly. Expulsion is reserved for the most serious violation of school rules. Students who engage in conduct which endangers a person or property shall receive written notice of the intent to recommend expulsion as outlined by state law. Any student who has been accused of an action and threatened with punishment for this action has the right to appeal to the superintendent/designee, with the parent/ guardian of the pupil attending as desired. Please refer to school board policy and procedure 448.2 for details regarding timelines, process, appeals and student rights. The district will follow State and Federal Regulations when addressing expulsions for a student with a disability or 504 plan.</p>

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Code of School/Classroom Conduct and Discipline Chart		ACTION LEVELS	
Conduct that violates expectations or code of conduct policies/principles includes all school premises, school events and district transportation	Definition	Minimum	Maximum
Attendance / Punctuality		Min	Max
Skipping Class	Failure to report to class without permission, knowledge, or excused by staff/parent	1	2
Tardiness	Failure to be in the classroom when the bell rings	1	2
Learning Environment		Min	Max
Cheating	Turning in work that is not your own, copying, cheating sheets, plagiarism, doing work for others	1	2
Chronic disruption or violation of school rules	Engaging in conduct that is disruptive to the learning environment; engaging in behavior that interferes with the teacher's ability to productively teach; and has interventions that have been implemented over time and have not remediated the disruptive behavior	1	3
Chronic lack of supplies	Repeatedly reporting to class lacking necessary materials such as books, physical education attire, etc.	1	2
Group mindset leading toward "Gang Activity"	Disruption and intimidation caused by gang symbols on materials, jewelry, or clothing. posturing, which provokes an altercation. Involvement in a gang fight/ exchange of blows.	1	4
Inappropriate dress (See Policy 443.2 Dress Code)	Dressing or grooming in a manner that disrupts the teaching and learning of others. Failure to comply with the school level dress code.	1	2
Inappropriate personal property (see policy 363.2 Computers, email and internet usage, and policy 443.7; electronic communication devices)	Possession of personal property prohibited by school rules not intended for educational purposes that interferes with the teaching and learning of others such as food, beverages, laser pointers, and electronic or communication devices	1	3
Inappropriate use of electronic communication devices(see policy 363.2 Computers, email and internet usage, and policy 443.7; electronic communication devices)	Capturing, distributing, displaying, sharing, and/or posting of inappropriate images from personal or school technology sources that disrupts the learning environment	1	4
Leaving the classroom without permission	Leaving the classroom/ learning environment/ scheduled location without permission	1	2
Network misconduct	Using the computer network for non-educational purposes, and without staff permission	1	4
Substantial environmental disruption	Engaging in conduct that causes a substantial disruption to the educational environment such as that teaching and learning, and/or normal school operations cannot continue	1	4

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Physical Safety/ Mental Well-Being		Min	Max
Assault (See Policy 443.1; Physical Assault on District Employees)	A physical attempt to cause bodily harm to another person where there is a show of force that causes reasonable fear or apprehension of immediate bodily harm	3	4
Battery	Unprovoked/unanswered intentional physical contact without consent causing bodily harm	3	4
Bomb Threats	Reporting to school, police, or fire officials the presence of a bomb on or near school property without a reasonable belief that a bomb is present on school property	3	4
Bullying (See Policy 411.1; Bullying)	Engaging in a course of conduct that is one sided, has an imbalance of power, and repeatedly irritates or torments and/or annoys by name calling, pestering, tormenting, threatening, using racial slurs, or intimidating another person that serves no legitimate purpose.	1	4
Communicable Diseases (i.s.pertussis whooping cough, influenza, covid)	Students, staff and visitors may be excluded from any district property and/or related activity if they are suspected of or diagnosed as having a communicable disease that poses a significant risk to others	1	2
Cyberbullying	All forms of repetitive bullying in cyberspace including teasing, intimidation, threatening, or terrorizing another person or group of people by sending or posting inappropriate and hurtful messages	1	4
Disorderly Conduct	Engaging in behavior that causes a disruption in the educational environment and/or which causes property damage or minor injury (without regard to intention)	1	3
Endangerment of physical safety/mental well-being	Engaging in conduct that directly and substantially endangers the physical safety or mental well-being of others	3	4
Extortion	Forcing others to act against their will under threat of, but not limited to physical harm.	2	4
False Fire Alarm	Reporting a fire to school or fire officials, or setting off a fire alarm without reasonable belief that a fire exists.	2	3
Fighting	Physical confrontation including, but not limited to, pushing and shoving, and/or exchange of physical blows	2	4
Gambling	Playing any game of skill or chance for anything of value	1	2
Harassment	Engaging in a course of conduct or repeatedly committing acts that irritate or torment persistently and/or annoy by name calling, pestering, tormenting, threatening, using racial slurs, or intimidating another person that serves no legitimate purpose. Targeting a specific group or individual.	1	4
Hazing	Intentional or reckless acts which endanger the physical health or safety of others for the purpose of initiation/ admission/ affiliation with an organization or school	2	3
Loitering	Remaining around or lingering about a school building/ property (including skateboarding) without lawful purpose or legitimate purpose for being there.	1	2
Personal threat	Direct or indirect (through another party) verbal, written or electronic statement of intent to do bodily harm directed toward others.	1	4
Possession/ ownership or use of weapon (See Policy 443.5; dangerous weapons)	Possessing, having under one's control, using or threatening to use a dangerous weapon or look-alike weapon on school property, school bus, or at any school related event.	2	4
Possession or use of fireworks	Using or possessing any explosive fireworks	1	4

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Physical Safety/ Mental Well-Being (continued)		Min	Max
Reckless vehicle use	Using any motorized or self propelled vehicle on or near school grounds in a reckless manner (i.e., a manner that shows conscious disregard for substantial or unjustified risk to oneself or others) or in a manner that disrupts the educational process	1	4
Retaliation	Direct or indirect (through another party) verbal, written or electronic malicious attempt to harm the health and or safety of a student and/or staff member	1	4
Robbery	Taking property from a person by force or threat of aggression	2	4
Sexual assault	Intentional bodily contact of a sexual nature	3	4
Sexual harassment	Unwelcome sexual advances, requests for sexual favors, physical contact of a sexual nature or other verbal conduct or communication of a sexual nature	1	4
Social Networking	Sexting, internet based online contact or posting inappropriate comments, pictures, etc.	2	4
Trespassing	Entering any school property without proper authority or remaining on any school property after being told to leave by authorized personnel; includes any school entry during a period of suspension or expulsion	1	2
Verbal abuse, profanity, harassment	Use of language (written or spoken) or conduct or gestures which may be obscene, profane, or vulgar	1	4
Property		Min	Max
Arson	Intentionally starting any fire or combustion on school property	3	4
Burglary	Unauthorized entry into school district property for the purpose of committing a crime or theft	2	4
Theft/Possession of stole property	Taking of property belonging to another individual, group, or entry without permission with the specific intent to permanently deprive; or being in the possession of property without permission of the owner	1	4
Vandalism	Maliciously and intentionally causing damage to school property or the property of others; includes situations in which minor damage can be repaired or replaced at no cost to the district	1	4
Controlled Substances (see Policy 443.4 Alcohol and Other Drugs for details)		Min	Max
Other substances/material	Possessing, using, or having under one's control any substances or materials that threaten the health or safety of oneself or others	2	4
Possession of drug paraphernalia	Possession of a tool used to prepare, store, contain, or used to ingest, inject or inhale a drug or controlled substance with or without drug residue	2	4
Possession/possession with the intent to distribute/ ownership/ use of alcohol or illegal drugs	Possession, possession with intent to distribute, selling, giving away, transferring, having under one's control, or using any alcoholic beverages, controlled substance, or intoxicant	2	4
Use of tobacco (to include all nicotine containing, inhaled or vapor producing products or devices)	Use of any tobacco product by a student	2	3

This information is not intended to be all-inclusive. Students will be subject to disciplinary actions any time the behavior is disruptive, illegal or inconsiderate of others. Discipline policies and procedures are established by the Menomonee Falls School Board and are available on the district website at <https://www.fallsschools.org/board/policy>

Please recognize that school rules apply at all times. Rules apply while you are on school premises, on school sponsored field trips, school sponsored activities or events, on school buses, at school bus stops, while you travel to and from school, and any other time or place that your conduct may affect the safety and/or well-being of other students and/or staff. Students may be subject to discipline for any conduct that takes place off school premises and/or outside of school where there is a reasonable belief by school administration the behavior has caused or will cause disruption to the education process or environment, or has interfered with or will interfere with the safety and or well being of students/staff. Repeated violations of any portion of the Code of Conduct may be considered gross disobedience or misconduct, and will be subject to discipline up to and including expulsion.

Due Process

Every student has the right to explain his/her/their side of the story when accused of not acting responsibly or violating a school code of conduct. The administration will hold a conference with any student suspected of committing a breach of conduct before the level of discipline is issued. In an emergency, in which the principal feels the student's presence in school is an immediate danger or may disrupt the school environment, a suspension may occur without a conference. During an emergency suspension, the parent will be notified before the child is sent home. Due process for a student will occur as follows:

1. The principal will communicate with the student what they are being accused of doing wrong
 - a. If the student admits to the offense, the principal determines the appropriate disciplinary action according to the district policies and student code of conduct.
2. If the student states the information is inaccurate, or provide additional information the school principal will:
 - a. Give the student a reasonable opportunity to state his/her/their version of the story
 - b. Allow the student to provide witnesses on his/her/their behalf
 - c. Review the evidence
 - d. Interview those who hold additional information
 - e. When necessary, consult with additional principals or counselors
3. Following the investigation, the principal will determine whether the student violated a school rule or code of conduct. If it is determined that the student did not violate a school rule or the code of conduct the case is closed. If the principal(s) determines the student violated a school rule or code of conduct the principal will issue the disciplinary action according to the district policies and student code of conduct.

In all cases the student is expected to tell the truth about what happened, accept the consequences, and learn from the situation and, when appropriate, follow the established proactive behavior plan to show improvement in the future.