Onondaga Central School
2022-2023

Code of Conduct Handbook

Our Mission Statement:

THE ONONDAGA CENTRAL SCHOOL COMMUNITY CHALLENGES individual maximum potential, prides itself on SUCCESS, and prepares contributing CITIZENS for life.

We get you ready for life!

ACKNOWLEDGMENTS
2022-2023

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I. INTRODUCTION

The Onondaga Central School District Board of Education, in partnership with the Onondaga Central School District community, is committed to providing a safe and orderly learning environment. Responsible behavior by students, teachers, parents/guardians, visitors, and all other Onondaga Central School District personnel is essential to achieving this goal.

Onondaga Central School District has a long-standing set of expectations for conduct on school property and at all of its functions. These expectations are based on the principles of civility, mutual respect, citizenship, character, tolerance, honesty, integrity, and the belief in the educational goals of the organization. The District recognizes the need to clearly define these expectations for acceptable conduct on Onondaga Central School District property, identify the possible consequences of unacceptable behavior, and to ensure that discipline when necessary, is administered promptly and fairly.

To this end, the Board of Education adopts the Code of Conduct. This is pursuant to and in compliance with the requirements of Project SAVE and 100.2(l) of the Regulations of the Commissioner of Education. Unless otherwise indicated, this Code applies to all students, school personnel, parents/guardians, and visitors when on Onondaga Central School District property or when attending an Onondaga Central School District function.

Dignity for All Students Act (DASA)

The Dignity for All Students Act (DASA) effective July 1, 2012, contains similar requirements for maintaining a positive learning environment for all students and will be integrated with the District Code of Conduct. DASA specifically prohibits bullying, discrimination and harassment by school employees and students on school property or at a school function by school employees and students based on, BUT NOT LIMITED TO, actual or perceived: race, color, weight, national origin, ethnic group, religion, religious practices, disability, sexual orientation, gender, or sex. Also included are provisions for reporting and intervening in cases of discrimination, harassment or bullying. Any related complaints should be brought to the attention of the building Principal who also serves as the Dignity Act Coordinator (DAC) to assist in implementation of the DASA in each school building. Janel Payette, Coordinator for Youth Development and Leadership will provide District coordination of the DASA.

Prevention is the cornerstone of the District's effort to address bullying and harassment. In order to implement its anti-bullying prevention program, the Board will designate, at its annual organizational meeting, individuals at each school to act as the DAC. These individuals shall be thoroughly trained to handle human relations in the areas

of race, color, weight, national origin, ethnic group, religion, religious practices, disability, sexual orientation, gender, sex and any other legally protected status.

The DAC's shall be employed by the District and be licensed and/or certified by the Commissioner as a classroom teacher, school counselor, school psychologist, school nurse, school social worker, school administrator or supervisor or Superintendent of Schools.

The DAC's will be responsible for assisting in coordinating and enforcing the requirements of the Dignity for All Students Act and its related policies and regulations at each school building, including but not limited to:

- Professional development for staff members;
- The complaint process; and
- Support of the Dignity Act's civility curriculum components.

II. DEFINITIONS

For purposes of this Code, the following words and phrases shall have the meanings set forth below:

1. **ASSAULT**: The physical abuse, infliction of personal injury, or unlawful detention of any person and the intentional use of physical force, or the threat thereof, that places or attempts to place another person in well-founded fear of personal injury.

2. **CIVIL RIGHTS**: A right, benefit, or protection that is guaranteed to an individual by either the federal or New York State Constitution or statute.

3. **CONTROLLED SUBSTANCE**: A drug or other substance identified in certain provisions of the federal Controlled Substances Act specified in both federal and state law and regulations that apply to this Code.

4. **CYBERBULLYING**: A form of "harassment" or "bullying," as defined in this Code, where such harassment or bullying occurs through any form of electronic communication. Cyberbullying includes, but is not limited to, the following misuses of technology: harassing, teasing, intimidating, threatening, or terrorizing another student or staff member by way of any technological tool, such as sending or posting inappropriate or derogatory email messages, instant messages, text messages, digital pictures or images, or website postings (including blogs). Cyberbullying can involve, but is not limited to: sending mean, vulgar, or threatening messages or images; posting sensitive, private information about another person; pretending to be someone else in order to make that person look bad. Cyberbullying involving district students may occur both on campus and off school grounds and may involve student use of the district internet system or

student use of personal digital devices including but not limited to: cell phones, digital cameras, personal computers, electronic tools.

5. **DETENTION**: Teachers, Principals, and the Superintendent may use after school detention as a penalty for student misconduct in situations where removal from the classroom or suspension would be inappropriate. Detention will be imposed as a penalty only after the teacher, Principal or Superintendent are reasonably sure that there is no parental objection to the timing of the penalty, and the student has appropriate transportation home following detention.

6. **DISABILITY**: (a) a physical, mental or medical impairment resulting from anatomical, physiological, genetic or neurological conditions which prevents the exercise of a normal bodily function or is demonstrable by medically accepted clinical or laboratory diagnostic techniques or (b) a record of such an impairment or (c) a condition regarded by others as such an impairment, provided however, that in all provisions of this article dealing with employment, the term must be limited to disabilities which, upon the provision of reasonable accommodations, do not prevent the complainant from performing in a reasonable manner the activities involved in the job or occupation sought or held.

7. **DISCRIMINATION** : Discrimination against any student by a student or students and/or employee or employees on school property or at a school function including but not limited to, discrimination based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex.

8. **DISRUPTIVE STUDENT**: A student who is substantially disruptive of the educational process or substantially interferes with the teacher's authority over the classroom.

9. **DISTRICT or SCHOOL FUNCTION**: Any school-sponsored extracurricular event or activity.

10. **DISTRICT or SCHOOL PROPERTY**: Any place in or within any building, structure, athletic playing field, playground, parking lot, or land contained within the real property boundary lines of our District's elementary, middle, or high school buildings; other District owned or controlled property; or in or on a school bus.

11. **EMPLOYEE**: any person receiving compensation from a school district or employee of a contracted service provider or worker placed within the school under a public assistance employment program, pursuant to title nine B of article five of the Social Services Law, and consistent with the provisions of such title for the provision of services to such district, its students or employees, directly or through contract, whereby such services performed by such person involve direct student contact.

12. **ETHNIC GROUP**: a group of people who identify with each other through a common heritage language, culture, and often a shared or common religion and or ideology that stresses ancestry.

13. **EXPLOSIVE**: A substance or object that explodes or may cause an explosion or flame, whether chemical or mechanical.

14. **GENDER**: A person's actual or perceived sex; includes a person's gender identity or expression. "**Gender expression**" is the manner in which a person represents or expresses gender to others, including but not limited to behavior, clothing, hairstyle, activities, voice or mannerisms. "**Gender identity**" is one's self-conception of their gender, whether or not such self-conception is different from that traditionally associated with the person's physiological sex or sex assigned at birth.

15. **GUARDIAN**: An individual who has been given the legal responsibility to care for a child or adult who is incapable of taking care of themselves due to age or disability. The appointed individual is often responsible for both the taking care of the ward (the child or adult with a disability) and their affairs.

16. **HARASSMENT and/or BULLYING** : the creation of a hostile environment by conduct or by threats, intimidation or abuse, including cyberbullying, that either (1) has or would have the effect of unreasonably and substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional and/or physical well-being, including conduct, threats, intimidation or abuse that reasonably causes or would reasonably be expected to cause emotional harm; or (2) reasonably causes or would reasonably be expected to cause physical injury to a student or to cause a student to fear for his or her physical safety. Such definition includes acts of harassment or bullying that occur:

    a) on school property; and/or
    b) at a school function; or
    c) off-school property where such acts create or would foreseeably create a risk of substantial disruption within the school environment, where it is foreseeable that the conduct, threats, intimidation or abuse might reach school property.

Such conduct shall include, but not be limited to, those acts based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practices, disability, sexual orientation, gender, sex or any other legally protected status. For the purposes of this definition, "race" shall include traits historically associated with race, including but not limited to, hair texture and protective hairstyles (including, but not limited to, such hairstyles as braids, locks, and twists).

For the purposes of this definition the term "threats, intimidation or abuse" shall include verbal and non-verbal actions. "Emotional harm" that takes place in the context of "harassment or bullying" means harm to a student's emotional well-being through creation of a hostile school environment that is so severe or pervasive as to unreasonably and substantially interfere with a student's education.

"Bullying" includes, but is not limited to, threats of intimidation of others, treating others cruelly, terrorizing, coercing, stalking, or habitual use of put downs and/or badgering of others, whether done directly, indirectly, face-to-face or remotely through electronic communication (i.e., "cyberbullying"). Bullying is also an activity which can harm or induce fear through the threat of further aggression and/or creates terror. Bullying, real or perceived, may be premeditated or a sudden activity. Bullying may be subtle or easy to identify, done by one person or a group. Bullying may be a single act or a series of occurrences.

There are at least three kinds of bullying: verbal, physical and social/relational.

- Verbal bullying includes, but is not limited to, name-calling, making insulting remarks, verbal teasing, making frightening phone calls, making violent threats, extortion, taunting, gossiping, spreading rumors, making racist slurs, making threatening electronic communications ("cyberbullying"), making anonymous notes, etc.

- Physical bullying includes, but is not limited to, poking, slapping, hitting, tripping or causing a fall, choking, kicking, punching, biting, pinching, scratching, spitting, twisting arms or legs, damaging clothes and personal property, or threatening gestures.

- Social or relational bullying includes, but is not limited to, excluding someone from a group, isolating, shunning, spreading rumors or gossiping, arranging public humiliation, undermining relationships, teasing about clothing, looks, giving dirty looks or aggressive stares, etc.

Bullying may also involve, but is not limited to the following characteristics:

a) Power imbalance - occurs when a bully uses his/her physical or social power over a target.
b) Intent to harm - the bully seeks to inflict physical or emotional harm and/or takes pleasure in this activity.
c) Threat of further aggression - the bully and the target believe the bullying will continue.
d) Terror - when any bullying increases, it becomes a form of systematic violence or harassment used to intimidate and maintain dominance.

e) **Cyberbullying** includes sending, posting, or sharing negative, harmful, false, or **mean** content about someone else or is disruptive to school order. It can include sharing personal or private information about someone else causing embarrassment or humiliation. Some **cyberbullying** crosses the line into unlawful or criminal behavior.

17. **HAZING**: A form of harassment among students defined as any humiliating or dangerous activity expected of a student to join a group or be accepted by a formal or informal group, regardless of their willingness to participate. Hazing produces public humiliation, physical or emotional discomfort, bodily injury or public ridicule or creates a situation where public humiliation, physical or emotional discomfort, bodily injury or public ridicule is likely to occur.

    Hazing behaviors include, but are not limited to, the following general categories:

    a) Humiliation: socially offensive, isolating or uncooperative behaviors.
    b) Substance abuse: abuse of tobacco, alcohol or illegal/legal drugs.
    c) Dangerous hazing: hurtful, aggressive, destructive, and disruptive behaviors.

18. **ILLEGAL DRUGS**: A controlled substance except for those legally possessed or used under the supervision of a licensed health-care professional, or those legally possessed or used under any authority under the Controlled Substances Act or any other federal or New York State law.

19. **ILLEGAL SUBSTANCES**: Illegal substances include, but are not limited to, alcohol, controlled substances, illegal drugs and inhalants, marijuana, cocaine, LSD, PCP, amphetamines, barbiturates, ecstasy, heroin, steroids, look-alike drugs (including but not limited to THC oil and synthetic cannabinoids), any substances commonly referred to as "designer" drugs, prescription or over-the-counter drugs when possession or use is unauthorized or such are inappropriately used or shared with others, or any product which, when misused, will result in an impaired or altered state; as well as any drug-related paraphernalia.

20. **INTERIM ALTERNATIVE EDUCATIONAL SETTING (IAES)**: A temporary educational placement for a student with a disability for a period of up to 45 days, other than the student's current placement at the time the behavior precipitating the IAES placement occurred, that enables the student to continue to progress in the general curriculum, to continue to receive appropriate services and modifications, to address the behavior which precipitated the IAES placement, and that is designed to prevent such behavior from recurring.

21. **IN-SCHOOL DETENTION (ISD)**: The temporary removal of a student from the classroom and the placement of that student in another designated area of the school building where the student will receive substantially equivalent, alternative

education. The in-school detention teacher will be a certified teacher or school employee under the direction of a teacher or administrator.

22. **MATERIAL INCIDENT OF HARASSMENT, BULLYING AND/OR DISCRIMINATION**: Means a single verified incident or a series of related verified incidents where a student is subjected to harassment, bullying and/or discrimination by a student and/or employee on school property or at a school function. In addition, such term shall include a verified incident or series of related incidents of harassment or bullying that occur off school property, and is the subject of a written or oral complaint to the superintendent, principal, or their designee, or other school employee. Such conduct shall include, but is not limited to, threats, intimidation or abuse based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, sex or any other legally protected status.

23. **PARENT**: The biological, adoptive or foster parent, guardian, or person in a parental relation to a student.

24. **RETALIATION**: The actions of an employee, student, or visitor that mistreats any person because he/she has reported, testified about, or otherwise assisted in an investigation, proceeding or hearing concerning alleged harassment or bullying or a student disciplinary matter. It is possible that an alleged harasser may be found to have retaliated even if the underlying complaint of bullying/harassment is not found to be a violation of this code of conduct. Retaliation includes, but is not limited to any form of intimidation, reprisal or harassment and may be redressed through application of the same reporting, investigation, and enforcement procedures as for harassment.

25. **SCHOOL BUS**: Every motor vehicle owned, leased or rented by the District and operated for the transportation of pupils, children of pupils, teachers and other persons acting in a supervisory capacity, to or from school or school activities, or, privately owned and operated for compensation for the transportation of pupils, children of pupils, teachers and other persons acting in a supervisory capacity to or from school or school activities.

26. **SEX**: The biological and physiological characteristics that define male, female or intersex individuals.

27. **SEXTING**: The act of sending sexually explicit messages, videos, or photographs through instant messaging, texting or any other electronic/digital communications methods or through electronic/digital communications platforms, including but not limited to Twitter, SnapChat, Facebook and other social media sites and applications.

28. **SEXUAL ORIENTATION**: Actual or perceived heterosexuality, homosexuality, or bisexuality.

29. **STUDENT WITH A DISABILITY**: A student who has been classified as having an educational disability pursuant to the provisions of IDEA and Article 89 of the Education Law, or one who the District is deemed to know has a disability within the meaning of 34 CFR 300.527.

30. **SUSPENSION**: The disciplinary removal of a student from his or her regular educational program and activities in accordance with Education Law §3214.

31. **TOBACCO PRODUCTS**: Any tobacco-containing product in any form, vaping or other nicotine-containing devices and parts or accessories to such devices, as well as matches, lighters and other related paraphernalia. This includes, but is not limited to, any other simulated tobacco products that imitate or mimic tobacco products and spit tobacco (smokeless, dip, chew, and/or snuff) in any form.

32. **UNDER THE INFLUENCE**: A individual shall be considered "Under the Influence" if he or she has consumed any quantity of an illegal substance or alcohol within a time period reasonably proximate to his/her presence on school property, on a school bus, in a school vehicle, or at a school-sponsored function and/or exhibits symptoms of such use as to lead to the reasonable conclusion of such consumption.

33. **VIOLENT PUPIL**: A student who (a) commits an act of violence upon a school employee; or (b) commits, while on District property or at a District function, an act of violence upon another student or any other person lawfully on District property or at a District function; or (c) possesses a weapon while on District property or at a District function; or (d) displays, while on District property or at a District function, what appears to be a weapon; or (e) threatens, while on District property or at a District function, to use a weapon; or (f) knowingly or intentionally damages or destroys the personal property of any school employee or any person lawfully on District property or at a District function; or (g) knowingly or intentionally damages or destroys District property.

34. **VISITOR**: Anyone on District property or at a District function who is not a District employee or a student of the school building in which the individual is physically present.

35. **WEAPON**: A weapon or firearm as defined in 18 USC § 930 and 18 USC 921 for purposes of the Gun Free Schools Act, and any device, instrument, material, or substance, animate or inanimate, that is used for or is readily capable of causing death or serious bodily injury. It also means any other gun, pistol, revolver, shotgun, rifle, machine gun, disguised gun, BB gun, starter gun, pellet gun, ammunition, dagger, dirk, razor, stiletto knife, switchblade knife, gravity knife, pocket knife, pen knife or other knife, brass knuckles, sling-shot, metal knuckle knife, box cutters, cane sword, electronic dart gun, kung fu star, electronic stun gun, pepper spray or other noxious spray, explosive or incendiary bomb, look-alike,

false or toy weapons, or other devices, instruments, materials, or substances ("Other Items") that can cause physical injury or death when used to cause physical injury or death or, when such "Other Items" or look-alike, false or toy weapons are brandished as a weapon.

36. **SATURDAY DETENTION:** Detention at school from 8:00a.m.-12:00p.m., that is supervised by a teacher and the expectation of the student being assigned to Saturday Detention is that there are consequences for their actions and that comes with the expectation that they come to detention to do their school work.

37. **AFTER SCHOOL ACADEMIC SUPPORT:** that is run by a certified teacher to provide academic support to those students' who are referred by the School Building's Student Intervention Team (SIT) for academic interventions. Saturday Academic Support recommendation will be approved by the Building Principal. This academic support program is an ARPA grant funded program with limited funds and time.

III. STUDENT RIGHTS AND RESPONSIBILITIES

A. STUDENT RIGHTS

Onondaga Central School District is committed to safeguarding the rights given to all students under state and federal law. In addition to those rights, all Onondaga Central School District students have the right to:

1. A safe, healthy, orderly, and civil learning environment. Be respected as an individual.

2. Appropriately express one's opinions verbally or in writing. Be afforded equal and appropriate educational opportunities.

3. Take part in all Onondaga Central School District educational opportunities and activities on an equal basis regardless of age, race, religion, color, national origin, gender, sexual orientation, disability or any other legally protected status.

4. Have access to Onondaga Central School District's Code of Conduct, and when necessary to receive an explanation of those rules from Onondaga Central School District personnel.

5. The opportunity to approach teachers and administrators with reasonable requests and questions concerning education.

6. Present their version of the relevant events to Onondaga Central School District personnel authorized to impose a disciplinary penalty as in connection with the imposition of the penalty.

7. Have access to relevant and objective information concerning drug and alcohol abuse, as well as access to individuals or agencies capable of providing direct assistance to students with serious personal problems.

8. Be free from bullying, intimidation, harassment, or discrimination based on actual or perceived race, color, weight, national origin, ethnic group, religion, or religious practice, sex, gender/gender identity, sexual orientation, disability or any other legally protected status, by employees or students on school property or at a school sponsored event, function or activity.

B. STUDENT RESPONSIBILITIES

All students are accountable for their own behavior on District property and at District functions, and have the responsibility to:

1. Contribute to maintaining a safe and orderly learning environment that is conducive to learning and to show respect to other persons and to property.

2. Grow in character and ability as they grow in age.

3. Be honest with themselves and others.

4. Accept responsibility for their actions.

5. Show respect for fellow students, teachers, and all District staff.

6. Set a positive example so that others may enjoy and profit from their company.

7. Perform all assignments to the best of their ability.

8. Consider their education as preparation for the future.

9. Obey all school rules and regulations.

10. Respect public, private, and school property.

11. Attend school regularly and punctually.

12. Strive for mutually respectful relationships with staff and comply with reasonable requests of staff and administrators.

13. Take full advantage of educational opportunities available at school.

14. Develop opinions and values that will make them an asset to the school community.

15. Learn and practice civic responsibility.

16. Complete all missed school work in case of an absence.

17. Express opinions and ideas in a respectful manner so as not to offend, slander or restrict the rights and privileges of others.

18. Be aware of available educational programs in order to use and develop one's capabilities to their maximum.

19. Work to the best of one's ability in all academic and extracurricular activities

20. To be aware of the information and services available and to seek assistance in dealing with personal problems, when appropriate.

21. To respect one another and treat others fairly in accordance with the District Code of Conduct and the provisions of the Dignity Act. To conduct themselves in a manner that fosters an environment that is free from bullying, intimidation, harassment or discrimination.

22. To report and encourage others to report any incidents of intimidation, harassment or discrimination.

23. Students should not engage in behaviors that are vulgar, obscene, pornographic, libelous or denigrate others on account of race, color, weight, national origin, ethnic origin, ethnic group, religion, religious practices, disability, sex, sexual orientation, gender or any other legally protected status.

IV. ESSENTIAL PARTNERS IN EDUCATION

A. PARENTS/GUARDIANS

All parents/guardians are expected to:

1. Recognize that primary responsibility for their child's welfare and development rests with the parents/guardians.

2. Recognize that the education of their children is a joint responsibility of the parents or guardians and school community.

3. Send their child to educational programs ready to participate and learn.

4. Ensure that their child attends class regularly and on time.

5. Ensure absences are legal.

6. Insist their child be dressed and groomed in a manner consistent with the District Code of Conduct.

7. Help their child understand that in a democratic society, appropriate rules are required to maintain a safe, orderly environment.

8. Know and understand the rules and regulations their child is required to observe at school.

9. Serve as a positive role model while conveying to their child a supportive attitude toward education and Onondaga Central School District.

10. Become involved in their child's school, with its teachers, programs, and activities, and to attend conferences and school functions.

11. Build good relationships with teachers, other parents/guardians, and their child's friends.

12. Work with our schools to maintain open and respectful communication.

13. Help their children deal effectively with peer pressure.

14. Inform school officials of changes in the home situation that may affect student conduct or performance.

15. Provide a place for study and ensure homework assignments are completed.

16. Insist that your child be responsible for all missed school work in case of an absence.

17. Teach their children respect and dignity for themselves, and other students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practices, disability, sex, sexual orientation, gender or any other legally protected status, which will strengthen the children's confidence and promote learning in accordance with the Dignity for All Students Act.

A. TEACHERS AND OTHER PROFESSIONAL STAFF

All district teachers and other professional staff are expected to:

1. Maintain a climate of mutual respect and dignity for all students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, sex or any other legally protected status, with an understanding of appropriate appearance, language and behavior in a school setting, which will strengthen each student's self-image and promote confidence to learn.

2. Be on time and ready to teach.

3. Demonstrate interest and enthusiasm in teaching and concern for student achievement.

4. Be responsible for adhering to and enforcing the Code of Conduct while ensuring that all incidents are resolved promptly, fairly and consistently.

5. Communicate the following to students and parents/guardians:

   5.1 Course objectives and requirements

   5.2 Marking/grading procedures

   5.3 Assignment deadlines

   5.4 Expectations for students

   5.5 Teachers shall provide expectations for missing work.

6. Communicate regularly with students, parents/guardians, and other teachers concerning student growth and achievement.

7. Confront issues of bullying, discrimination and harassment in any situation that threatens the emotional or physical health or safety of any students, school employee or any person who is lawfully on school property or at a school function.

8. Address personal biases that may prevent equal treatment of all students in the school or classroom setting.

9. Report incidents of bullying, discrimination and harassment that are witnessed or otherwise brought to a teacher's attention to the building administrator and/or Dignity Act Coordinator (DAC) in a timely manner.

10. It is recognized that cell phones and smartphones are a greater part of our personal and professional life. Please limit cell phone/smartphone usage to before student arrival, lunchtime, and preparation time. Cell phones/smartphones are not to be used for personal business while students are in the classroom.

11. Maintain confidentiality about all personal information and educational records concerning students and their families.

B. SCHOOL Counselors and SOCIAL WORKERS

All School Counselors/Social Workers are expected to:

1. Assist students in coping with peer pressure and emerging personal, social, and emotional problems.

2. Initiate teacher/student/counselor conferences, as necessary, as a way to resolve problems.

3. Help children to develop interpersonal skills so that they can handle conflicts appropriately and make good life choices.

4. Assist parents/guardians in accessing resources to address problems that may be impacting upon student behavior.

5. Be responsible for adhering to and enforcing the Code of Conduct while ensuring that all incidents are resolved promptly, fairly and consistently.

6. Regularly review with students their educational progress and career plans.

7. Provide information to assist students with career plans.

8. Encourage students to benefit from the curriculum and extracurricular programs.

9. Coordinate Intervention Support Services, as needed, with students, parents, Building Principal and teachers, and refer students and/or parents to appropriate human service agencies outside the school as necessary.

10. Maintain and encourage a climate of mutual respect and dignity for all students regardless of actual or perceived race, color, weight, national

origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, sex or any other legally protected status, with an understanding of appropriate appearance, language and behavior in a school setting, which will strengthen students' self-image and promote confidence to learn.

11. Report incidents of bullying, discrimination and harassment that are witnessed or otherwise brought to the counselor's attention, to the building administrator and/or Dignity Act Coordinator (DAC) in a timely manner.

12. Confront issues of bullying, discrimination and harassment or any situation that threatens the emotional or physical health or safety of any student, school employee or any person who is lawfully on school property or at a school function.

13. Address personal biases that may prevent equal treatment of all students in the school or classroom setting.

14. Maintain confidentiality about all personal information and educational records concerning students and their families.

C. PRINCIPALS AND ADMINISTRATIVE STAFF

All Principals and Administrative Staff are expected to:

1. Promote a safe, orderly, and stimulating school environment, supporting active teaching and learning.

2. Ensure that students and staff have the opportunity to communicate regularly with the Principal and approach the Principal for redress of grievances.

3. Evaluate all instructional programs on a regular basis.

4. Support the development of, and student participation in, appropriate extracurricular activities.

5. Be responsible for adhering to and enforcing the Code of Conduct while ensuring that all incidents are resolved promptly, fairly and consistently, and when necessary, appropriately documenting actions.

6. Be consistent, fair, and firm in decisions affecting students, staff, and parents/guardians.

7. Demonstrate, by word and example, respect for law and order, self-discipline, and sincere concern for all persons under their authority.

8. Evaluate on a regular basis the effective safety, behavioral and school management issues related to all instructional programs.

9. Maintain and encourage a climate of mutual respect and dignity for all students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, sex or any other legally protected status, with an understanding of appropriate appearance, language and behavior in a school setting, which will strengthen students' self-image and promote confidence to learn.

10. Confront issues of bullying, discrimination and harassment or any situation that threatens the emotional or physical health or safety of any student, school employee or any person who is lawfully on school property or at a school function.

11. Follow up on any incidents of bullying, discrimination and harassment that are witnessed or otherwise brought to the Principal's attention in a timely manner in collaboration with the Dignity Act Coordinator (DAC).

12. Address personal biases that may prevent equal treatment of all students in the school or classroom setting.

13. Maintain confidentiality about all personal information and educational records concerning students and their families.

D. SUPERINTENDENT

The Superintendent is expected to:

1. Promote a safe, orderly, and stimulating school environment, free from intimidation, discrimination and harassment, supporting active teaching and learning.

2. Review the policies of the Board of Education and state and federal laws relating to school operations and management with the district administrators.

3. Work to create instructional programs that minimize problems of misconduct and are sensitive to the needs of students and teachers.

4. Be responsible for adhering to and enforcing the Code of Conduct while ensuring that all incidents are resolved promptly, fairly and consistently.

5. Work with administration to create a vehicle of communication between students, parents/guardians and individual schools instructional and administrative staff.

6. Inform the School Board about educational trends, including student discipline.

7. Address all areas of school-related safety concerns.

8. Maintain and encourage a climate of mutual respect and dignity for all students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, sex or any other legally protected status, with an understanding of appropriate appearance, language and behavior in a school setting, which will strengthen students' self-image and promote confidence to learn.

9. Report incidents of bullying, discrimination and harassment that are witnessed or otherwise brought to the Superintendent's attention, to the building administrator and/or Dignity Act Coordinator (DAC) in a timely manner.

10. Confront issues of bullying, discrimination and harassment or any situation that threatens the emotional or physical health or safety of any student, school employee or any person who is lawfully on school property or at a school function.

11. Address personal biases that may prevent equal treatment of all students in the school or classroom setting.

12. Maintain confidentiality regarding personal information and educational records concerning students and their families.

E. BOARD OF EDUCATION

The Board of Education is expected to:

1. Visit all school buildings on at least an annual basis, attend school functions, and become familiar with District operations.

2. Employ and maintain a well-trained staff at all levels.

3. Keep the community well informed of all District activities through regular publications, announcements, meetings, and other appropriate forms of communication.

4. Approve student and staff discipline in accordance with District policies and the requirements of the New York State law.

5. Be fair and consistent in rendering decisions regarding the discipline of students who have appealed to the Board.

6. Maintain and encourage a climate of mutual respect and dignity for all students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, sex or any other legally protected status, with an understanding of appropriate appearance, language and behavior in a school setting, which will strengthen students' self-image and promote confidence to learn.

7. Report incidents of bullying, discrimination and harassment that are witnessed or otherwise brought to the Superintendent's attention, to the building administrator and/or Dignity Act Coordinator (DAC) in a timely manner.

8. Address personal biases that may prevent equal treatment of all students in the school or classroom setting.

9. Collaborate with students, teachers, administrators, parent organizations, school safety personnel, and other school personnel to develop a Code of Conduct that clearly defines expectations for the conduct of students, District personnel and visitors on school property and at school functions.

10. Approve and review, at least annually, the District's Code of Conduct to evaluate the code's effectiveness and the fairness and consistency of its implementation.

11. Appoint a Dignity Act Coordinator in each school building. The Dignity Act Coordinator will be thoroughly trained to handle human relations in the areas of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/ gender identity sex and any other legally protected status. The Dignity Act Coordinator will be accessible to students and other staff members for consultation and advice as needed on the Dignity Act.

12. Maintain confidentiality regarding all personal information and educational records concerning students and their families.

F. EXPECTATIONS FOR OTHER SCHOOL STAFF

1. Follow the Code of Conduct; know, abide by and enforce school rules in a fair and consistent manner.

2. Set a good example for students, stakeholders and other staff by demonstrating dependability, integrity and other standards of ethical conduct.

3. Assist in promoting a safe, orderly and stimulating school environment.

4. Maintain confidentiality about all personal information and educational records concerning students and their families.

5. Maintain and encourage a climate of mutual respect and dignity for all students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, sex or any other legally protected status, with an understanding of appropriate appearance, language and behavior in a school setting, which will strengthen students' self-image and promote confidence to learn.

6. Report incidents of bullying, discrimination and harassment that are witnessed or otherwise brought to the staff member's attention to the building administrator and/or Dignity Act Coordinator (DAC) in a timely manner.

7. Confront issues of bullying, discrimination and harassment or any situation that threatens the emotional or physical health or safety of any student, school employee or any person who is lawfully on school property or at a school function.

8. Address personal biases that may prevent equal treatment of all students in the school or classroom setting.

9. Limit cell phone use to before student arrival, lunchtime, and preparation time; limit this usage to an area out of student sight.

G. STAFF-STUDENT RELATIONS (FRATERNIZATION)

The Board of Education requires that all School District employees maintain a professional, ethical relationship with district students that is conducive to an effective, safe learning environment; and that staff members act as role models for students at all times, whether on or off school property and both during and outside of school hours. Staff must establish appropriate personal boundaries with students and not engage in any behavior that could reasonably lead to even the appearance of impropriety.

Inappropriate employee behavior includes, but is not limited to, flirting; making suggestive comments; dating; requests for sexual activity; physical displays of affection; giving inappropriate personal gifts; frequent personal communication with a student unrelated to course work or official school matters; providing alcohol or drugs to students; inappropriate touching; and engaging in sexual contact and/or sexual relations. Frequent personal communication with a student unrelated to course work or official school matters means any form in which that personal communication may occur including, but not limited to letters, notes, voice or text-based communication via phone, email, instant messaging, text messaging or through social networking websites. (See BOE Policy #6190 for more specific information including disciplinary sanctions.)

V. THE DISTRICT'S DRESS CODE

The intent of the dress code is to foster an environment that is safe and conducive to teachers' teaching and student learning. It is also intended to provide guidance to prepare staff and students for their role in the workplace and society. Teachers and all other district personnel should exemplify and reinforce acceptable student dress and help students develop an understanding of appropriate appearance in the school setting.

Good judgment when selecting clothing for school is expected. Remember that weekend attire might not be appropriate for classes. Clothing or lack of clothing should not disrupt the educational process of the school. Student clothing and/or accessories must not constitute either a health or safety hazard to the student or to others. The responsibility for the dress and grooming of a student rests primarily with the student and his or her parents or guardians.

The District's employees and students shall be appropriately groomed and dressed while on District property and at District functions. Teachers and all other District employees shall exemplify and reinforce acceptable student dress and behavior and help students develop an understanding of appropriate appearance in the school setting. Also, visitors are to be appropriately attired while on District property and at District functions. Each Building Principal shall inform all students and their parents/guardians of the student dress code at the beginning of the school year and any revisions to the dress code made during the year. The school cannot and does not dictate styles; however, school officials reserve the right to determine what acceptable and unacceptable attire is. The appropriateness of an individual's dress will depend, to some degree, on the student's age, circumstances, and setting. However, the following general rules shall apply to all staff, students, and visitors regardless of age or gender.

1. Students must wear clothing including both a shirt with pants or a skirt or the equivalent and shoes. Dress, grooming, and appearance, including but not limited to, jewelry and other accessories, make-up, and nails shall not endanger the health, safety and welfare of self or others.
2. Student and staff dress and attire shall not disrupt or interfere with the educational process.
3. Clothing must cover all undergarments, waistbands, and bra straps. Garments that expose the midriff, lower abdominal area, gluteal area, or chest are not permitted,

and students may not wear clothing through which these areas of the body are visible. Garments with holes or rips above the appropriate level are prohibited.

4. At all times, underwear or undergarments shall be completely covered with outer clothing.
5. Shoes that are safe and functional footwear at all times. Footwear shall be worn at all times. (Footwear that is a safety hazard will not be allowed.)
6. Headwear is NOT allowed, including but not limited to hoods, hats, bandanas, sunglasses, or any other item covering the head or face, will not be worn within the school setting, except for headwear worn for medical or religious purposes. These items are prohibited upon arrival at school or between 7:30 a.m. and after school.
7. Items of apparel that are vulgar, obscene, libelous, or denigrate others on the basis of race, color, religion, ancestry, national origin, sex, sexual orientation, disability, or any other legally protected status are prohibited.
8. No item of apparel may promote and/or endorse the use of alcohol, tobacco, or illegal drugs, and/or encourage other illegal or violent activities
9. No items that could be used as weapons are to be worn.
10. All Physical Education clothes must comply with these Student Dress Code requirements.

Nothing in this Dress Code will be construed to limit the ability of students to dress and/or groom themselves in a way that allows them to express their gender identity, or to discipline students for doing so. In addition, nothing in this Dress Code will be construed to limit the ability of students to wear certain protective hairstyles (including but not limited to braids, locks, and twists) or to wear their hair in a particular texture, or to discipline students for doing so.

Students will be asked to change, cover or remove inappropriate clothing if they are not in compliance with the District Dress Code.

VI. PROHIBITED STUDENT CONDUCT

The Board of Education, in partnership with the Onondaga Central School District community, expects students to conduct themselves in an appropriate and civil manner with proper regard for the rights and welfare of other students, Onondaga Central School District personnel and other members of the educational community, and for the care of Onondaga Central School District facilities and equipment.

The best discipline is self-imposed, and students must learn to assume and accept responsibility for their own behavior as well as the consequences of their misbehavior. Onondaga Central School District personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the student's ability to grow in self-discipline.

The Board of Education needs to make its expectations for student conduct while on Onondaga Central School District property or engaged in an Onondaga Central School District sponsored function specific and clear. The rules of conduct listed below are

intended to do that and focus on safety and respect for the rights and property of others. Students who will not accept responsibility for their own behavior and who violate these rules will be required to accept the penalties for their conduct.

The commission of any of the following acts (as they are defined below) is prohibited on District property and at any District function. Such conduct is punishable by the penalties set forth in Section IX of this Code after compliance with the procedures set forth in said section.

1. **ACT OF VIOLENCE**: To strike, hit, kick, punch, push, scratch, or otherwise physically assault another person; to damage or destroy the personal property of a student, teacher, administrator, other District employee, or any person lawfully on District property; to intentionally damage or destroy District property; or to commit any act that is included within the definition of a Violent Pupil, as defined in the Onondaga Central School District Code of Conduct. Acts of Violence may include, but are not limited to arson, assault, fighting, spitting, biting, and possession of an explosive or a weapon.

2. **ARSON**: The Onondaga Central School District is entrusted with the health and welfare of all students in our schools. With this in mind, the intentional destruction or other damage by fire, explosion, or smoke to real property or personal property of the District, to personal property of District students or staff, or to personal property of third parties will be treated seriously and dealt with in accordance with the District disciplinary procedures. The Onondaga Central School District will prosecute any and all perpetrators to the fullest extent of the law.

3. **ASSAULT**: The physical abuse, or infliction of personal injury, or unlawful detention of any person and the intentional use of physical force, or the threat thereof, that places, or attempts to place, another person in well-founded fear of personal injury. This does not rule out the possibility of discipline for off-campus conduct violates of this code when such conduct endangers the health or safety of pupils within the educational system or adversely affects the educational process. The District reserves the right to discipline in appropriate cases for such off-campus conduct.

4. **BIAS HARASSMENT**: The act of threatening bodily harm or repeatedly tormenting another person based on the victim's race, gender, sexual orientation, weight, ethnic origin, religion, cultural difference, disability or any other legally protected status. Bias harassment may take the form of comments, jokes, name-calling, innuendoes, offensive conversations, perpetuating rumors or gossip, offensive gestures, noises, blocking a victim's path, assault, or any other behavior that is designed to show disrespect to an individual based on cultural, racial or religious differences, or based on disability.

5. **CHEATING & ACADEMIC MISCONDUCT**: Examples of cheating and academic misconduct include, but are not limited to, the act of giving or receiving (or conspiring to give or receive) answers to class assignments or tests in a dishonest,

fraudulent way or from another source including online translations; copying and plagiarism; altering records; or assisting another student in any of the actions listed.

6. **CUTTING CLASS**: Missing ten minutes or more of a scheduled class without a teacher, nurse, main office and/or an administrative approved excuse constitutes a cut.

7. **DEFAMATION**: Includes making false or unprivileged statements or representations about an individual or identifiable group of individuals that harm the reputation of the person or identifiable group by demeaning them. This can include posting or publishing video, audio recordings or pictures (written material, cell phones, Internet, etc.).

8. **DESTRUCTION OF PROPERTY**: The destruction, defacing, or other impairment of District property or property belonging to other persons. The penalty will be dependent upon the type and amount of destruction, defacing or impairment.

9. **DISBURSED, DISSEMINATED AND/OR DISPLAYED MATERIAL**: The general distribution, dissemination, or display of printed, written, recorded, electronic or other materials without the prior approval of an administrator. The granting of approval or the refusal to grant the same shall be determined pursuant to administrative guidelines for the distribution and dissemination of materials on District property. No printed materials are to be posted on school property without the permission of an administrator.

10. **DISCRIMINATION**: As defined in this Code. Includes discrimination based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, sex or any other legally protected status as a basis for treating another in a negative manner on school property or at a school function.

11. **DISORDERLY CONDUCT**: Conduct that obstructs or disrupts a teaching, research, administrative, or disciplinary procedure or any other authorized District activity. Disorderly conduct includes, but is not limited to: running in the hallways; making unreasonable noises; using language or gestures that are profane, lewd, vulgar, or abusive; the willful interference with the free flow of vehicular or pedestrian traffic; or engaging in any willful act that disrupts the normal operation of the school community. Repeated disorderly conduct will be defined as misconduct that results in the student being removed from the classroom by a teacher(s) on four or more occasions during a semester, or three or more occasions during a marking period.

12. **DISPLAYING SIGNS OF GANG AFFILIATION**: Students are not to engage in gang-related behaviors.

13. **DISPLAYS OF AFFECTION**: Students are not to demonstrate or engage in public displays of affection.

14. **DISRUPTIVE CONDUCT**: Conduct by a student that is substantially disruptive of the educational process or substantially interferes with the teacher's authority over the classroom. Disruptive conduct includes, but is not limited to: the failure to comply with the lawful directions of teachers, school administrators, or other District employees; and speech or gesture which, by virtue of its content and/or circumstances, is likely to disrupt the conduct of classes or other District activities or to undermine the maintenance of discipline within the school setting. Disruptive conduct also includes being late for school or class, endangering the health and safety of others and committing other conduct that detracts from the delivery of the District's educational program.

15. **DRESS CODE VIOLATION**: Violation of the Student Dress Code contained in this Code of Conduct.

16. **ALCOHOL OR ILLEGAL SUBSTANCE VIOLATION**: The possession (on the body, in locker, backpack, vehicle etc.), use, distribution, attempted sales or exchange of any alcohol or other illegal substance (as defined in this Code), or the act of being under the influence (as defined in this Code) or consuming alcohol or illegal substances without appropriate authorization. Insubordination while under investigation for an illegal substance violation will also be considered an illegal substance violation.

17. **ELECTRONIC DEVICE VIOLATION**: The unauthorized use of, IPODs, MP3 players, or any other electronic device, including, but not limited to, PSP players, cell phones, electronic notebooks, electronic pads, earbuds, headphones, smart watches, etc. Such electronic devices are prohibited during the school day hours from 7:25 a.m. to 3:15 p.m. (Wheeler School), and 9:00 a.m. to 3:06 p.m. (Rockwell) (except when under the supervision of an administrator). Cell phone or electronic device use during the activity period will be allowed if permission of the instructor is granted. These items are the sole responsibility of the student and the school will not be responsible for the theft or loss of cell phones or electronic devices in any way.

    At the Jr./Sr. High School the use of IPODs, MP3 players, or any other electronic device, including, but not limited to, PSP players, cell phones, electronic notebooks, electronic pads, earbuds, headphones, smart watches, etc., between the hours of 7:45 am and 2:25 p.m. will be monitored by the staff in zones labeled as Red and Green. IPODs, MP3 players, or any other electronic device, including, but not limited to, PSP players, cell phones, electronic notebooks, electronic pads, earbuds, headphones, smart watches, etc., are not allowed to be used under any circumstances and this policy will be strictly enforced in Red Zones. This includes, but is not limited to, calls, text messaging, picture taking, videoing and game playing.

Electronic devices are allowed in Green Zones, which include: the Cafeteria, (not at the lockers, hallways or on the stairways) and in certain classrooms depending upon teacher permission. All devices must be placed on silent at all times and ear buds must be removed when in the hallways and on the stairs. Classroom teachers are able to permit Red Zone or a Green Zone status for their classrooms. Usage in classrooms may be limited by the instructor to certain times and devices. These items are the sole responsibility of the student and the school will not be responsible for theft or loss of cell phones or electronic devices in any way.

We respect the right for staff and students to be notified if they will be videotaped, audiotaped, recorded, photographed and/or imaged in any manner. Any **unauthorized** videotaping, audiotaping, photographing, recording and/or imaging of a student or staff member will be regarded as a violation of this right to privacy.

18. **ENDANGERING THE SAFETY, MORALS, HEALTH OR WELFARE OF OTHERS**: This includes, but is not limited to, lying, deceiving or giving false information to school personnel.

19. **EXTORTION**: Any intentional action which reasonably instills fear in another individual that the act of another person will cause injury to the persons or property of that individual or another person for the purpose of obtaining money or property from that individual.

20. **FALSE ALARM**: The intentional or grossly negligent activation of a fire alarm when no threat of fire exists; or the initiation, instigation, or communication to the District or any of its employees of any other claim of fire or threat thereof when none exists.

21. **FALSE REPORTING**: Initiating or reporting warning of fire or other catastrophe without valid cause, misusing 911 or inappropriately discharging a fire extinguisher or tampering with other safety equipment.

22. **FIGHTING**: Combative physical contact or other violent encounters between two or more persons.

23. **FIREWORKS**: The possession, distribution and/or use of fireworks, cherry bombs, Roman candles, but not limited such explosives or other incendiary devices etc. are prohibited. This includes possession on the body, in locker, backpack, vehicle, etc.

24. **FOOD AND BEVERAGES**: Food and/or drinks are not allowed in classrooms or hallways without prior administrative approval during instructional time. Students are not to take opened juice cans, soda cans, and/or opened food packages from the cafeteria. Glass bottles are not permitted in school at any time for safety reasons.

25. **FORGERY**: The involvement in the imitation or fabrication of another's signature or written work.

26. **GAMBLING**: The risking of something of value upon the outcome of a contest of chance or a future contingent event upon an agreement or understanding that one will receive something of value in the event of a certain outcome.

27. **HARASSMENT/BULLYING**: In addition to the definition contained in this Code, bullying/harassment may also consist of unwanted purposeful written, verbal, visual, non-verbal, or physical behavior, including but not limited to any threatening, insulting or dehumanizing conduct by an adult or student that has the potential to create an intimidating, hostile, or offensive educational environment or cause long term damage; cause discomfort or humiliation, unreasonably interfere with the individuals school performance opportunities, benefits, participation, or mental, emotional or physical well-being; or that reasonably causes or would be reasonably expected to cause an individual to fear for his or her physical safety. Acts of bullying and harassment, though frequently carried out repeatedly, need not be; one act may be enough to constitute bullying and harassment.

    "Cyberbullying," is strictly prohibited. In addition to the definition contained in this Code, cyberbullying includes but is not limited to the following misuses of technology: harassing, teasing, humiliating, intimidating, threatening, or terrorizing another student or staff member by way of any technological tool such as email messages, "sexting," instant messages, text messages, digital pictures or images, video voyeurism or website postings (including social networks, blogs, micro blogs, etc.).

28. **HAZING**: As defined in this Code.

29. **INSUBORDINATION**: The refusal or failure to comply with any District rule, regulation, or policy (including those relating to attendance), or the failure to comply with a reasonable request from District personnel or representatives authorized to make such a request. Insubordination, as it relates to students, includes, but is not limited to: District employees in charge of students or otherwise demonstrating disrespect toward such individuals; lateness for, missing, or leaving school without permission; and skipping detention. Insubordination, as it relates to non-students, includes, but is not limited to, the violation of regulations governing the use of District property, and the failure to comply with the lawful directions of District employees or law enforcement officers acting in performance of their duties.

30. **INTERNET USAGE/ACCEPTABLE USE VIOLATION**: Students are not permitted to violate the District's Computer and Internet Acceptable Use policy. Please refer to Board of Education Policy #7314 contained in this document.

31. **LEAVING SCHOOL**: Having arrived at school, no student is to leave prior to dismissal without parent/guardian and administrative permission.

32. **LOITERING**: Remaining in an area after the bell when assigned to a particular classroom at that time. Loitering also includes congregating in the halls to impede traffic, or standing next to the building during and after school hours.

33. **MISCONDUCT OFF DISTRICT PROPERTY**: Students, staff and visitors may be disciplined for misconduct that (1) threatens the health, safety or welfare of a student, teacher or other members of the staff within the educational system or (2) creates or would foreseeably create a risk of substantial disruption within the school environment, where it is foreseeable that the misconduct might reach school property even though such misconduct is not committed on school property or at a school function.

34. **OTHER MISCONDUCT**: The act of soliciting, commanding, aiding, or otherwise abetting any person to commit any act or conduct that is proscribed by this Code, and the commission or omission of any act which is in violation of any federal or state law or any district rule or regulation, including the District's School Safety Plans.

35. **PARKING VIOLATIONS:** Parking in unauthorized areas. The District assumes no liability for vandalism/theft of the vehicle while on school property. In addition, student vehicles are subject to search and seizure with reasonable suspicion.

36. **PLAGIARISM**: The act of using or passing off the ideas or writings of another as one's own.

37. **POSSESSION OF AN EXPLOSIVE**: The use, actual or constructive possession, or the sale of an explosive.

38. **POSSESSION OF, DISPLAY OF, OR THREAT TO USE A WEAPON**: The use, actual or constructive possession, or the sale of a weapon, as defined in this Code, or what appears to be a weapon. With the exception of those students who receive prior written permission from the Board of Education or its designee, no student may bring in or possess any "firearm" or "weapon" on school property, on a school bus or District vehicle, in school buildings, or at school sponsored activities or settings under the control or supervision of the District regardless of location. Any student who has been found guilty of bringing in or possessing a firearm or weapon in violation of this policy will be disciplined in a manner consistent with State and Federal law and the District's Code of Conduct. Such discipline may include a mandatory suspension for a period of not less than one (1) calendar year for a student who is determined to have violated the Federal Gun-Free Schools Act and its implementing provisions in the New York State Education Law, provided that the Superintendent may modify the suspension requirement on a case-by-case basis.

39. **POSSESSION OF AN INCENDIARY DEVICE**: The use or possession of a lighter, match, or any device that has as its purpose to start a fire.

40. **POSSESSION OF PORNOGRAPHY OR OBSCENE MATERIALS**: Selling, using, possessing or distributing pornography or obscene material.

41. **RECKLESS ENDANGERMENT**: The commission of any act that has the likely potential to cause bodily harm to another individual or oneself.

42. **RETALIATION**: As defined in this Code.

43. **SEXUAL ASSAULT**: Sexual contact without the consent of the victim. This includes but is not limited to: sexual intercourse, deviate sexual intercourse and any touching of the sexual or other intimate parts of a person. It includes touching through clothing.

44. **SEXUAL CONTACT**: Sexual contact is strictly prohibited. This includes but is not limited to intentional touching of genitalia, groin, breast, inner thigh or buttocks of any person, whether or not the person being touched finds it objectionable.

45. **SEXUAL HARASSMENT**: Unwanted and inappropriate verbal, written, or physical conduct of a sexual nature directed toward another person, including the act of threatening bodily harm or repeatedly tormenting another person based on gender. Sexual harassment includes but is not limited to comments, jokes, name calling, innuendoes, offensive conversations, perpetuating unwelcome touching of another's clothes, pinching, whistling or other noises, blocking a victim's path, assault, indecent exposure or any other behavior that is intended to or has the reasonable effect of being offensive based on a person's gender.

46. **SOLICITING**: The sale of goods or services is prohibited unless the sale is associated with a previously approved school sponsored fundraiser.

47. **STUDENT PLANNER VIOLATION**: Each Junior/Senior High School student is issued a Student Planner early in the school year. Transfer students will receive planners upon enrollment. This is an important book, and must be carried at all times. The failure to have possession of an appropriately completed and signed planner hall pass while in the halls during the school hours of 7:45 a.m. to 3:15 p.m. will result in penalties.

48. **TARDINESS TO SCHOOL**: Students are expected to be punctual to school and classes. Students who are tardy to school must report immediately to the nurse. In all cases, a note signed by a parent/guardian explaining the reason for being tardy is needed.

49. **TARDINESS TO CLASS**: Students are to be in the classroom, seated and prepared prior to the second passing bell. Students are tardy when they are not in the classes when the bell rings.

50. **THEFT**: The unlawful use, taking possession of, or control over, property belonging to the District or another individual.

51. **THREAT OF VIOLENCE AGAINST THE DISTRICT**: The act of threatening physical injury or death against students and/or staff of the District, including but not limited to bomb threats (the intentional false claim that an explosive device is located on District property or at a District function), a threat to bring weapons to school and/or commit a school shooting, or a threat to commit any other seriously violent act on District property. The Onondaga Central School District is entrusted with the health and welfare of all students in our schools. With this in mind, all threats of violence against the District are treated seriously and are dealt with in accordance with District disciplinary procedures. The Onondaga Central School District may therefore prosecute perpetrators to the fullest extent of the law. Potential consequences include but are not limited to long-term suspension, expulsion, and referral to law enforcement.

52. **THREAT OF EXTREME VIOLENCE**: The act of threatening severe physical injury or death. This includes but is not limited to threats through verbal or written "hit lists." Communication by any means, including oral, written or electronic (such as through the Internet, email or texting) off school property, where the content of such communication (a) can reasonably be interpreted as a threat to commit an act of violence on school property; or, (b) results in material or substantial disruption to the education environment.

53. **TOBACCO VIOLATION**: The act of possessing, distributing, smoking, chewing, snorting, vaping/juuling or other use of tobacco products (as defined in this Code) anywhere on school grounds. The use of tobacco products in any form is not allowed anywhere on school grounds.

54. **TRAFFIC VIOLATION**: The reckless operation of a motor vehicle on District property, including but not limited to operating vehicles at speeds in excess of ten (10) miles per hour; or the operation of snowmobiles, motorbikes, go-karts, motor scooters, and other similar vehicles propelled by gasoline, diesel oil, fossil fuel, or electric powered engines on District property. This policy is in effect 24 hours per day, seven days per week. The only motor vehicles allowed to be operated on District property are those automobiles, motorcycles, buses, and trucks that are (a) licensed by the Department of Motor Vehicles, (b) insured in compliance with the mandatory provisions of the Vehicle & Traffic Law, and (c) lawfully operated on the District's driveways, parking fields, or other portions of District property for the purpose of attending District activities or conducting business or performing services for the District. Drivers are expected to follow NYS Vehicle and Traffic Law while on District property.

55. **TRESPASSING**: The entry upon or use of District property without proper authorization in situations where said property is restricted in entry or use. Trespassing includes being present without permission from the administration. All individuals are required to sign in at the Main Office and display a visitor's pass.

56. **TRUANCY**: The act of being illegally absent from school with or without the knowledge and consent of a parent/guardian, failing to attend school when expected to be in school, and failing to attend classes in consecutive periods.

57. **VANDALISM**: The willful destruction of the real or personal property of the District or another individual.

58. **VIOLATION OF CIVIL RIGHTS**: Conduct that has the effect of depriving another of a civil right.

VII. CONDUCT ON SCHOOL BUSES

The following guidelines shall govern student conduct on school buses:

1. In general, school buses are extensions of the classroom, and standards of student conduct that apply in the classroom shall apply to conduct on all school buses.

2. The bus driver is in charge of the bus. The driver's instructions are to be obeyed promptly by all passengers at all times.

3. Upon boarding the bus, students will sit in their assigned seat or select a seat and remain seated for the duration of the trip. Drivers may assign and reassign seats when they feel it is necessary.

4. No student shall board a bus with any object that cannot be held on his or her lap or between his or her knees. Students shall not bring objects on the buses that are potentially dangerous or distracting to other students or the driver. Prohibited objects include, but are not limited to, the following:

   - Glass objects
   - Weapons
   - Explosive devices
   - Live animals
   - Oversized musical instruments and Oversized athletic equipment

5. Students are to be at their bus stop prior to the bus arrival time. Students who are approaching the bus stop as the bus arrives and who make no effort to be on time may be left behind.

6. Eating, drinking, smoking, vaping and using other drugs and alcohol are prohibited on the school bus.

   6.1 To and from athletic or co-curricular events, eating and drinking on the bus is permitted under the supervision of the coach/supervisor and bus driver.

7. Student actions that have the effect of distracting the driver or otherwise interfering with the driver's ability to operate the vehicle in a safe manner, are prohibited. Such actions may include, but are not limited to, the following:

   - Throwing objects within or out of the bus;
   - Harassing, bullying or fighting with other passengers;
   - Extending head, hands, arms, or legs out of bus windows;
   - Operating or otherwise tampering with emergency exits;
   - Creating excessive noise, including verbal abuse of fellow passengers and the use of profanity;
   - Causing damage to the vehicle (students responsible for damages will be billed for repair costs);
   - Tampering with the vehicle's operating or safety controls;
   - Obstructing the driver's vision; and threatening, verbally abusing, attacking, swearing, or directing profanity at the driver.

   Due to the destructive nature of the above activities, any such actions will be considered "dangerous to the health and well-being" of the driver and other students on the bus.

8. Use of personal devices is allowed with headphones for personal listening only.

9. Hand-held gaming devices and other personal electronic devices are only allowed to be used by the owner.

10. Phones are not to be used without the driver's or coach's permission. (911 emergency calls should be made by the driver/coach when at all possible.)

VIII. REPORTING VIOLATIONS OF THE CODE OF CONDUCT

Any student observing another person violating this Code of Conduct on Onondaga Central School District property or at an Onondaga Central School District function shall

report this information immediately to an Onondaga Central School District staff member, administrator or supervising adult. Any teacher, administrator, employee, Board of Education member, or other person may report a violation of the student disciplinary code to the Building Principal or his or her designee. The Building Principal may then make an investigation of the charges as deemed appropriate and institute an informal or disciplinary proceeding, and/or make a referral to the Committee on Special Education, as deemed necessary. Any weapons, alcohol, or illegal substances found shall be confiscated immediately, followed by notification of the local law enforcement agency and the parents or legal guardian of the student involved. Appropriate disciplinary action will be taken, up to and including permanent suspension and referral for prosecution.

An administrator will notify the appropriate local law enforcement agency by phone or in person of those code violations that may constitute a crime and substantially affect the order or security of a school as soon as practical, but in no event later than the close of business the day the administrator learns of the violation. The notification must identify the student(s) and explain the conduct that violated the Code of Conduct and constituted a crime. The Building Principal must also notify promptly the appropriate local law enforcement agency when such administrator, believes that any harassment, bullying or discrimination may constitute criminal conduct

A. REPORTING DISCRIMINATION, HARASSMENT, BULLYING AND CYBERBULLYING

The Building Principal is the school employee charged with receiving all reports of harassment, bullying and discrimination; however, students and parents may make an oral or written complaint of harassment, bullying or discrimination to any teacher, administrator or school employee.

The District will act to promptly investigate all complaints, verbal or written, formal or informal, of allegations of discrimination, harassment, bullying and cyberbullying; and will promptly take appropriate action to protect individuals from further discrimination, harassment, bullying and cyberbullying.

It is essential that any student who believes they have been subjected to discrimination, harassment, bullying or retaliatory behavior, as well as any individual who is aware of and/or who has knowledge of, or witnesses any possible occurrence, immediately report same to any staff member or administrator. The staff member/administrator to whom the report is made (or the staff member/administrator who witnesses or suspects bullying/cyberbullying behavior) shall document and take appropriate action, address the immediacy of the situation and shall promptly report in accordance with the following paragraphs.

Upon receipt of a complaint (even an anonymous complaint), or if a school employee otherwise learns of any occurrence of possible conduct prohibited by this policy, the school employee shall promptly and orally notify and follow up with a DASA form with the Building Principal no later than one school day after such school employee witnesses or receives the complaint or learns of such conduct. Such school employees

shall also file a written report with the Building Principal no later than two school days after making such an oral report.

After receipt of a complaint, the Building Principal shall lead or supervise a thorough investigation of the alleged harassing, bullying and/or retaliatory conduct. The Principal or the Principal's designee shall ensure that such investigation is completed promptly and investigated in accordance with the terms of district policy. All complaints shall be treated as confidential and private to the extent possible within legal constraints.

Based upon the results of this investigation, if the District determines that a school official, employee, volunteer, vendor, visitor and/or student has violated the District's Code of Conduct or a material incident of harassment, bullying and/discrimination has occurred, immediate corrective action will be taken as warranted, it will take prompt action reasonably calculated to end the violation, eliminate any hostile environment, create a more positive school culture and climate, prevent recurrence of the behavior, and ensure the safety of the student or students against whom such violation was directed.

As a general rule, responses to acts of harassment, bullying, and/or discrimination against students by students shall incorporate a progressive model of student discipline that includes measured, balanced and age-appropriate remedies and procedures that make appropriate use of prevention, education, intervention and discipline, and considers among other things, the nature and severity of the offending student's behavior(s), the developmental age of the student, the previous disciplinary record of the student and other extenuating circumstances, and the impact the student's behaviors had on the individual(s) who was physically injured and/or emotionally harmed. Responses shall be reasonably calculated to end the harassment, bullying, and/or discrimination, prevent recurrence, and eliminate the hostile environment.

Retaliation against any individual who, in good faith, reports or assists in the investigation of harassment, bullying, cyberbullying and/or discrimination is prohibited.

In the event that the Building Principal is the alleged offender, the report will be directed to the Superintendent.

All complaints of alleged harassing, bullying (including cyberbullying) and/or retaliatory conduct shall be:

1. promptly investigated in accordance with the terms of district policy;
2. forwarded to the school building's Dignity Act Coordinator for monitoring; and
3. treated as confidential and private to the extent possible within legal constraints.

The Building Principal of each school in the District shall provide an annual report to the Superintendent on data and trends related to harassment, bullying and/or discrimination in accordance with applicable statutes and regulations.

Prevention is the cornerstone of the District's effort to address bullying and harassment. In order to implement this anti-bullying prevention program, the Board will designate, at its annual organizational meeting, individuals at each school to act as the Dignity for All Students Act Coordinator (DASA Coordinator). These individuals shall be thoroughly trained to handle human relations in the areas of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, and sex.

The DASA Coordinators will be responsible for assisting in coordinating and enforcing the requirements of the Dignity for All Students Act and its related policies and regulations at each school building, including but not limited to:

- Professional development for staff members;
- The complaint process; and
- Implementation of the Dignity Act's civility curriculum components. The district's designated Dignity Act Coordinators are:

Name	School Building	Contact Information
Tim Mumford	Jr./Sr. High School	tmumford@onondagacsd.org 315-552-5020
Warren Smith	Wheeler Elementary	wsmith@onondagacsd.org 315-552-5050
Katelynn Killmore	Rockwell Elementary	Kkillmore@onondagacsd.org 315-552-5070

B. REPORTING SEX CRIMES/CHILD ABUSE

In any case where an oral or written allegation is made to a school staff member that a child has been subjected to child abuse in an educational setting, they shall prepare a written report of the allegations and transmit it to the school administrator. The written report from the mandatory reporter must be completed and turned in immediately upon learning of the conduct. Upon receipt of a written report of allegations of child abuse in the educational setting the school administrator must determine if there is reasonable suspicion to believe that the abuse has occurred. Upon making such a positive determination the report must be forwarded to the appropriate law enforcement agency.

When an incident on school property or at school event involves allegations of child sexual abuse or any other sexual conduct, whether that conduct involves only students or an adult and a student, the matter shall be immediately referred to law enforcement. If school staff believes that sexual abuse or unlawful sexual contact has

occurred; such conduct must be immediately reported to the Abused Persons Unit of the Onondaga County Sheriff's Office. School staff shall not conduct an interview or take affidavits from the victim, witnesses or the potential suspect. This must be left exclusively in the hands of the law enforcement agency. The Superintendent must also be notified.

IX. DISCIPLINARY INTERVENTIONS, PROCEDURES AND PENALTIES

Discipline is most effective when it deals directly with the problem at the time and place it occurs, and in a way that students view as fair and impartial. Onondaga Central School District personnel who interact with the students are expected to use disciplinary action when necessary and to place emphasis on the student's ability to grow in self-discipline.

Disciplinary action, when necessary, will be firm, fair, and consistent so as to be the most effective in changing student behavior. In determining the appropriate disciplinary action, school personnel authorized to impose disciplinary penalties will consider the following:

1. The student's developmental and actual age.
2. The nature of the offense and the circumstances that led to the offense.
3. The student's prior disciplinary record.
4. The effectiveness of other forms of discipline.
5. Information from parents/guardians, teachers, and/or others, as appropriate.
6. Other extenuating circumstances.

As a general rule, discipline will be progressive. This means that a student's subsequent violations will usually merit a stiffer penalty than the first violation unless the first violation is of a serious nature.

At times it may be necessary to suspend, remove or otherwise discipline students with disabilities to address disruptive or problem behavior. Students with disabilities are afforded certain procedural protections whenever school authorities intend to impose discipline upon them. Procedures followed for suspending, removing, or otherwise disciplining students with disabilities must be consistent with the procedural safeguards required by applicable state and federal laws, including Part 201 of the Regulations of the Commissioner of Education.

This code of conduct affords students with disabilities subject to disciplinary action no greater or lesser rights than those expressly afforded by applicable federal and state law and regulations.

A. PENALTIES

Students who are found to have violated the Onondaga Central School District Code of Conduct may be subject to the following penalties, either alone or in combination with one another. The listed penalties are advisory and, as a general rule, discipline will be progressive. This means that a student's first violation will usually merit a lesser penalty than subsequent violations. However, the District may impose any level of discipline, even for a first violation, that is proportionate to the misconduct at issue.

Although not all-inclusive, the following range of consequences applies in most circumstances. The school personnel identified after each penalty are authorized to impose that penalty, consistent with the student's right to due process.

1. Verbal warning – Any member of the Onondaga Central School District staff.

2. Written notification to parents/guardians – Bus Driver, Hall and Lunch Monitors, Instructional Staff, Administrators.

3. Assigned seating – Bus Drivers, Lunch Monitors, Instructional Staff, Administrators.

4. Detention – Administrator, Teacher or Instructional Staff.

5. Removal from classroom - All Staff, Administrators.

6. Suspension from social or extracurricular activities – Administrators, Athletic Director.

7. In-school detention – Administrators.

8. Suspension of other privileges – Administrators.

9. Short-term (five days or fewer) suspension from school - Superintendent and Building Principals.

10. Long-term (more than five days, no more than one year) suspension from school – Superintendent.

11. Permanent suspension from school (expulsion) - Superintendent, Board of Education.

12. Suspension from transportation – Administrators.

13. Temporary confiscation of electronic devices, cell phones with parental or after student retrieval Instructional Staff, Administrators, Lunch Monitors.

B. PROCEDURES

The amount of due process a student is entitled to before a penalty is imposed will depend on the type of penalty being imposed. In all cases, regardless of the penalty imposed, the Onondaga Central School District personnel authorized to impose the penalty must let the student know what misconduct the student is alleged to have committed, and must investigate the facts surrounding the alleged misconduct. All students will have an opportunity to present their version of the facts to the Onondaga Central School District personnel imposing the disciplinary penalty in connection with the imposition of the penalty.

1. Detention

Teachers, Building Principals, and the Superintendent may use after school detention or Saturday detention as a penalty for student misconduct in situations where removal from the classroom or suspension would be inappropriate. Detention will be imposed as a penalty only after the teacher, Building Principal or Superintendent is reasonably sure that there is no parent/guardian objection to the timing of the penalty, and the student has appropriate transportation home following detention.

Detention can be assigned as follows:

- Early Detention: 2:25 p.m. - 3:00 p.m.,
- Late Detention: 3:00 p.m. - 5:00 p.m.
- Saturday Detention: 8:00 a.m. – 12:00 p.m.

2. Teacher Removal of Disruptive Students

A disruptive student is a student who is substantially disruptive of the educational process or substantially interferes with the teacher's authority over the classroom.

A disruptive student can affect a teacher's ability to teach and can make it difficult for other students in the classroom to learn. In many instances the classroom teacher can control disruptive student behavior by using good management techniques in the classroom. Occasionally, however, it may be necessary for a teacher to remove a disruptive student from the classroom to ensure that the other students continue to learn.

A classroom teacher may remove a student from the classroom for up to two (2) school days if the teacher determines that the student is disruptive. The removal from class applies to the class of the removing teacher only.

If the student does not pose a danger or ongoing threat of disruption to the academic process, the teacher must provide the student, before the student is removed, with an explanation for why he or she is being removed. The student must also be given the opportunity to present his or her version of the relevant events. Only after this informal discussion may a teacher remove a student from class.

If the student does pose a danger or ongoing threat of disruption, the teacher may order the student to be removed immediately. The teacher must, however, explain to the student why he or she was removed from the classroom and give the student a chance to present his or her version of the relevant events within twenty-four (24) hours.

The teacher must complete the digital Onondaga Central School District Referral Form and meet with the Building Principal as soon as possible, but no later than the end of the school day, to explain the circumstances of the removal. If the Building Principal is not available by the end of the same school day, the teacher must leave the form with the secretary and meet with the Building Principal prior to the beginning of classes on the next school day.

Within twenty-four (24) hours after the student's removal, the Building Principal, or other Onondaga Central School District administrator designated by the Building Principal, must notify the student's parent/guardian that the student has been removed from class and why. The notice must also inform the parent/guardian that he or she has the right, upon request, to meet informally with the Onondaga Central School District administrator, to discuss the reasons for the removal and behavior modification(s) to remedy the cause for removal. The written notice must be provided by personal delivery, signature confirmation delivery, or some other means that is reasonably calculated to assure receipt of the notice at the last known address of the parent/guardian by the day after the student's removal. Where possible, notice should also be provided by telephone if Onondaga Central School District has been provided with a telephone number(s) for the purpose of contacting parents/guardians.

If at the informal meeting the student denies the charges, the Building Principal, or the designated administrator must explain why the student was removed and give the student and the student's parent/guardian a chance to present the student's version of the relevant events. The informal meeting must be held within forty-eight (48) hours of the student's removal. The timing of the meeting may be extended by mutual agreement of the parent/guardian, teacher, and Building Principal.

The Building Principal, or the designee, may overturn the removal of the student from class if the Building Principal or designee finds any one of the following:

1. The charges against the student are not supported by substantial evidence.

2. The student's removal is otherwise in violation of law.

3. The conduct warrants suspension from class/school pursuant to Education Law §3214 and a suspension will be imposed.

The Building Principal, or his or her designee, must make a determination as to whether to overturn the removal before the close of business on the day succeeding the forty-eight (48) hours period for the informal hearing. No student removed from the classroom by the classroom teacher will be permitted to return to the classroom until the Building Principal or designee makes a final determination pursuant to Education Law § 3214(3-a)(c), or the period of removal expires, whichever is less. At the teacher's discretion, he or she may rescind the removal prior to the expiration of the full period of removal.

Any disruptive student removed from the classroom by the classroom teacher shall be offered continued educational programming and activities, which shall include alternative educational programs appropriate to individual student needs, until he or she is permitted to return to the classroom.

Each teacher must keep a complete log on an Onondaga Central School District form for all cases of removal of students from his/her class. The Building Principal must keep a log of all removals of students from class. Removal of a student with a disability may, under certain circumstances, constitute a change in the student's placement. Accordingly, no teacher may remove a student with a disability from his or her class until he or she has verified with the Building Principal or the Chairperson of the Committee on Special Education that the removal will not violate the student's rights under state or federal law or regulation.

Nothing in this section of the Code of Conduct abridges the customary right or responsibility of a Building Principal to suspend a student. Further, nothing in this code abridges the customary right and responsibility of a teacher to manage student behavior in the classroom. Short-term, time-honored classroom management techniques are not considered removals from class. The removal process should not become a substitute for good classroom management.

3. Suspension from Extracurricular and Athletic Activities and Other Privileges.

A student subjected to a suspension from extracurricular activities or other privileges is not entitled to a full hearing pursuant to Education Law §3214. However, the student and the student's parents/guardians will be provided with a reasonable opportunity for an informal conference with the Onondaga Central School District official imposing the suspension to discuss the conduct and the penalty involved. Procedures for suspension from extracurricular and athletic activities shall be governed by Section XVII of this Code, the "Extra-Curricular Code of Conduct."

4. In-School Detention

The Board recognizes that the school must balance the need of students to attend school and the need for order in the classroom to establish an environment conducive to learning. As such, the Board authorizes Building Principals and the Superintendent to place students who would otherwise be suspended from school as the result of a Code of Conduct violation in "in-school detention."

In-school detention is the temporary removal of students from the classroom and their placement in another area of the school building designated for such a detention where students will receive substantially equivalent, alternative education. The in-school detention teacher will be a certified teacher if applicable, or when necessary, a certified teacher assistant.

A student subjected to an in-school detention is not entitled to a full hearing pursuant to Education Law §3214. However, the student and the student's parents/guardians will be provided with a reasonable opportunity for an informal conference with the District official imposing the in-school detention to discuss the conduct and the penalty involved.

5. Suspension from School

Suspension from school is a penalty, which may be imposed only upon students who are insubordinate, disorderly, violent or disruptive, or whose conduct otherwise endangers the safety, morals, health or welfare of others.

The Board retains its authority to suspend students, but places primary responsibility for the suspension of students with the Superintendent and the Building Principals.

Any staff member may recommend to the Superintendent or the Building Principal that a student be suspended. All staff members must immediately report and refer a violent pupil to the Building Principal or the Superintendent for a violation of the Code of Conduct. All recommendations and referrals shall be made in writing unless the conditions underlying the recommendation or referral warrant immediate attention. In such cases a written report is to be prepared as soon as practical by the staff member recommending the suspension.

The Superintendent or Building Principal, upon receiving a recommendation or referral for suspension or when processing a case for suspension, shall gather the facts relevant to the matter and record them for subsequent presentation if necessary.

In the event of a student's suspension prior to or concurrent with snow days or other emergency days, the student's suspension will resume on the first school day immediately following the snow day or other emergency day.

a. Short-Term Suspension from School (five days or less)

When the Superintendent or Building Principal (referred to as the "suspending authority") propose to suspend a student charged with misconduct for five days or less pursuant to Education Law §3214(3), the suspending authority must immediately notify the student orally. If the student denies the misconduct, the suspending authority must provide an explanation of the basis for the proposed suspension. The suspending authority must also notify the student's parents/guardians in writing that the student may be suspended from school. The written notice must be provided by personal delivery, signature confirmation delivery, or some other means that is reasonably calculated to assure receipt of the notice within 24 hours of the decision to propose suspension at the last known address for the parents/guardians. Where possible, notice should also be provided by telephone if Onondaga Central School District has been provided with a telephone number(s) for the purpose of contacting the parents/guardians.

The notice shall provide a description of the charges against the student and the incident for which suspension is proposed and shall inform the parent/guardian of the right to request an immediate informal conference with the Building Principal. Both the notice and the informal conference shall be in the dominant language or mode of communication used by the parents/guardians. At the conference, the parents/guardians shall be permitted to ask questions of the complaining witnesses under such procedures as the Building Principal may establish.

The notice and opportunity for an informal conference shall take place before the student is suspended unless the student's presence in school poses a continuing danger to persons or property or an ongoing threat of disruption to the academic process. If the student's presence does pose such a danger or threat of disruption, the notice and opportunity for an informal conference shall take place as soon after the suspension as is reasonably practical.

After the conference, the Building Principal shall promptly advise the parents/guardians in writing of his or her decision.

b. Long-Term (more than five days) Suspension from School

When the Superintendent or Building Principal determines that a suspension for more than five days may be warranted, he or she shall give reasonable notice to the student and the student's parents/guardians of their right to a fair hearing. At the hearing, the student shall have the right to be represented by counsel, the right to question witnesses against him or her, and the right to present witnesses and other evidence on his or her behalf.

The Superintendent shall personally hear and determine the proceeding or may, at his or her discretion, designate a hearing officer to conduct the hearing. The hearing officer shall be authorized to administer oaths, and to issue subpoenas in conjunction with the proceeding before him or her. A record of the hearing shall be maintained, but no stenographic transcript shall be required. A tape recording shall be deemed a satisfactory

record. The hearing officer shall make findings of fact and recommendations, as to the appropriate measure of discipline to the Superintendent. The report of the hearing officer shall be advisory only, and the Superintendent may accept all or any part thereof.

An appeal of the decision of the Superintendent may be made to the Board that will make its decision based solely upon the record before it. All appeals to the Board must be in writing and submitted to the District Clerk within thirty (30) days of the date of the Superintendent's decision. The Board may adopt in whole or in part the decision of the Superintendent. Final decisions of the Board may be appealed to the Commissioner of Education within thirty (30) days of the decision.

c. Permanent Suspension

Permanent suspension is reserved for extraordinary circumstances such as where a student's conduct poses a life-threatening danger to the safety and well-being of other students, Onondaga Central School District personnel, or any other person lawfully on Onondaga Central School District property or attending an Onondaga Central School District function.

6. Suspension from Transportation

If a student does not conduct himself/herself properly on the bus, the bus driver is expected to bring such misconduct to the Transportation Supervisor's or Building Principal's attention. Students who become a serious disciplinary problem may have their riding privileges suspended by the Transportation Supervisor or Building Principal. In such cases, the student's parent/guardian will become responsible for seeing that his or her child gets to and from school safely. Should the suspension from transportation amount to a suspension from attendance, Onondaga Central School District will make appropriate alternate educational arrangements to provide for the student's education. Such arrangements may include home-bound educational services.

A student subjected to a suspension from transportation is not entitled to a full hearing pursuant to Education Law §3214. However, the student and the student's parents/guardians will be provided with a reasonable opportunity for an informal conference with the Transportation Supervisor or Building Principal to discuss the conduct and the penalty involved.

C. MINIMUM PERIODS OF SUSPENSION

1. Students Who Bring a Weapon to Onondaga Central School District Property or Functions.

Any student found guilty of bringing a weapon, as defined in this Code, onto Onondaga Central School District property will be subject to suspension from Onondaga Central School District programs for at least one calendar year. Before being suspended,

the student will have an opportunity for a hearing pursuant to Education Law §3214. The Superintendent has the authority to modify the one-year suspension on a case-by-case basis. In deciding whether to modify the penalty, the Superintendent may consider the following:

A. The student's developmental and actual age.

B. The student's grade in school.

C. The student's prior disciplinary record.

D. The Superintendent's belief that other forms of discipline may be more effective.

E. Input from parents/guardians, teacher, and/or others.

F. Other extenuating circumstances.

A student with a disability may be suspended in accordance with the requirements of state and federal law.

2. Students Who Commit Violent Acts Other Than Bringing a Weapon to School.

Any student, other than a student with a disability, who is found to have committed a violent act, other than bringing a weapon onto school property, or committed an act that would qualify the student to be defined as a violent pupil (as defined in this Code), shall be subject to suspension from school for a minimum of five days. If the proposed penalty is the minimum five-day suspension, the student and the student's parent/guardian will be given the same notice and opportunity for a hearing given to all students subject to a short-term suspension. If the proposed penalty exceeds the minimum five-day suspension, the student and the student's parent/guardian will be given the same notice and opportunity for a hearing given to all students subject to a long-term suspension. The Superintendent has the authority to modify the minimum five-day suspension on a case by case basis. In deciding whether to modify the penalty, the Superintendent may consider the same factors considered in modifying a one-year suspension for possessing a weapon.

3. Students who are Repeatedly Substantially Disruptive of the Educational Process or Repeatedly Substantially Interfere with the Teacher's Authority over the Classroom.

Any student who engages in conduct which results in the student being removed from the classroom by a teacher(s) pursuant to Education Law Section 3214(3-a) on four (4) or more occasions during a semester, will be suspended from school for at least five days. If the proposed penalty is the minimum five-day suspension, the student and the student's parent/guardian will be given the same notice and opportunity for a hearing

given to all students subject to short-term suspension. If the proposed penalty exceeds the minimum five-day suspension, the student and the student's parent/guardian will be given the same notice and opportunity for a hearing given to all students subject to a long-term suspension. The Superintendent or Building Principal has the authority to modify the minimum five-day suspension on a case-by-case basis. In deciding whether to modify the penalty, the Superintendent or Building Principal may consider the same factors considered in modifying a one-year suspension for possessing a weapon.

D. REFERRALS

1. Counseling

The Counseling Office or Social Worker shall handle all referrals of students to counseling and appropriate human service agencies, as needed.

The goal of this process is to provide services to support the child and family to deter problematic behaviors in children without court involvement. The law requires that the County provide an avenue for parents and schools to have access to programs and services in a timely manner to address such behavior. The School District will comply with all requirements and procedures of the ACCESS Team, Onondaga County Court and Probation Department, as well as all applicable laws and regulations regarding this process.

2. Juvenile Delinquents and Juvenile Offenders

Students who have brought a "weapon" or "firearm" (as defined in 18 U.S.C. § 930(g)(2) and 18 U.S.C. §921, respectively of the Gun Free Schools Act) to school will be \

referred by the Superintendent to either a presentment agency (the agency or authority responsible for presenting a juvenile delinquency proceeding) or to appropriate law enforcement officials. Such referrals will be made as follows: a student who is under the age of sixteen (16) and who is not a fourteen (14) or fifteen (15) year-old who qualified for juvenile offender status under the Criminal Procedure Law §1.20 (42) will be referred to a presentment agency for juvenile delinquency proceedings; a student who is sixteen (16) years old or older, or who is fourteen (14) or fifteen (15) and qualified for juvenile offender status, will be referred to the appropriate law enforcement authorities.

X. DISCIPLINE OF STUDENTS WITH DISABILITIES

The Board recognizes that it may be necessary to suspend, remove or otherwise discipline students with disabilities to address disruptive or problem behavior. The Board also recognizes that students with disabilities have access to certain procedural protections whenever school authorities intend to impose discipline upon them. The procedures followed for suspending, removing or otherwise disciplining students with disabilities shall be consistent with the procedural safeguards required by applicable State

and Federal laws and regulations related to students with disabilities, including but not limited to the Individuals with Disabilities Act (IDEA), Chapter 33 of Title 20 of the United States Code, Part 300 of the Regulations of the Offices of the Department of Education, Education Law Section 3214, and Part 201 of the Regulations of the Commissioner of Education.

This Code of Conduct affords students with disabilities subject to disciplinary action no greater or lesser rights than those expressly afforded by applicable federal and state law and regulations.

XI. REMEDIAL RESPONSES TO VIOLATIONS OF CODE OF CONDUCT

Students who violate this Code may also be referred to remedial action as the facts may warrant, including but not limited to any of the measures listed below:

a. mediation; corrective instruction or other relevant learning or service experience;

b. supportive intervention;

c. behavioral assessment or evaluation;

d. behavioral management plans, with benchmarks that are closely monitored; and/or

e. student counseling and parent conferences.

Beyond these individual-focused remedial responses, school-wide or environmental remediation may also be utilized. These strategies may include:

a. school and community surveys or other strategies for determining the conditions contributing to the relevant behavior;

b. adoption of research-based prevention programs;

c. modification of schedules;

d. adjustment in hallway traffic and other student routes of travel;

e. targeted use of monitors;

f. staff professional development;

g. parent conferences;

h. involvement of parent-teacher organizations; and/or

i. peer support groups.

XII. ALTERNATIVE INSTRUCTION

When a student of any age is removed from class by a teacher, or a student of compulsory attendance age is suspended from school pursuant to Education Law §3214, Onondaga Central School District will take immediate steps to ensure the provision of continued educational programming and activities for such students, which shall include alternative educational programs appropriate to individual student needs. In addition, alternative instruction will be made available to any student over the compulsory attendance age who presents a sincere desire to complete his/her high school education.

XIII. CORPORAL PUNISHMENT/BEHAVIORAL INTERVENTIONS

Corporal punishment is any act of physical force upon a student for the purpose of punishing that student. Corporal punishment of any student by any District employee is strictly forbidden.

Whenever a school employee uses physical force against a student, the school employee shall immediately report the situation to his/her Principal/Supervisor. The Principal/Supervisor shall, within the same school day, make a report to the Superintendent describing in detail the circumstances and the nature of the action taken. The District will file all complaints about the use of corporal punishment with the Commissioner of Education in accordance with the Commissioner's regulations. However, in situations where alternative procedures and methods that do not involve the use of physical force cannot reasonably be used, reasonable physical force may be used to:

1. Protect oneself, another student, teacher, or any person from physical injury.

2. Protect the property of Onondaga Central School District or others.

3. Restrain or remove a student whose behavior interferes with the orderly exercise and performance of Onondaga Central School District functions, powers, and duties if that student has refused to refrain from further disruptive acts.

Behavioral Interventions for Students with Disabilities

If a situation arises where the behavior of a student with a disability requires immediate intervention involving the use of reasonable physical force, as described above, such "emergency interventions" shall only be used in situations where alternative procedures and methods not involving the use of reasonable physical force cannot reasonably be employed. Emergency interventions shall not be used as a punishment or as a substitute for systematic behavioral interventions that are designed to change, replace, modify or eliminate a targeted behavior.

Staff who may be called upon to implement emergency interventions will be provided appropriate training in safe and effective restraint procedures. The parent(s) of the student shall be notified whenever an emergency intervention is utilized.

The District will maintain documentation on the use of emergency interventions for each student including:

a) Name and date of birth of student;

b) Setting and location of the incident;

c) Name of staff or other persons involved;

d) Description of the incident and emergency intervention used, including duration;

e) A statement as to whether the student has a current behavioral intervention plan; and

f) Details of any injuries sustained by the student or others, including staff, as a result of the incident.

This documentation will be reviewed by District supervisory personnel and, if necessary, by the school nurse or other medical personnel.

XIV. SEARCHES AND QUESTIONING OF STUDENTS

Searches and interrogations of students on school grounds or in a school building shall be conducted in accordance with the provisions of this Code, Board of Education Policy No. 7330 and all applicable State and Federal laws and regulations.

A student may be searched and prohibited items seized on school grounds or in a school building by an authorized School District official, meaning the Superintendent of Schools or a building Principal, only when he or she has reasonable suspicion to believe the student has engaged in or is engaging in activity which is in violation of the law and/or the rules of the school, including but not limited to the District Code of Conduct. The reasonableness of any search involves a twofold inquiry: School District officials must

first determine whether the action was justified at its inception, and second, determine whether the search, as actually conducted, was reasonably related in scope to the circumstances which justified the interference in the first place.

Factors to be considered in determining whether reasonable suspicion exists to search a student include:

a. The age of the student;

b. The student's school record and past history;

c. The predominance and seriousness of the problem in the school where the search is directed;

d. The probative value and reliability of the information used as a justification for the search;

e. The school official's prior knowledge of and experience with the student; and

f. The urgency to conduct the search without delay.

If reasonable suspicion exists to believe that a student has violated or is violating the law and/or school rules, it is permissible for an authorized school official to search that student's outer clothing, pockets, or property. The search may include, but is not limited to, the student's outer clothing such as a jacket or coat, pockets, backpack, and/or purse. Whenever possible, searches will be conducted by a staff member of the same sex as the student and another staff member will be present as a witness. Strip searches by any school employees are expressly prohibited. A strip search is defined as a search that requires a student to remove any or all of his or her clothing other than shoes, socks, or outerwear such as a coat or jacket.

Searches of School Property

Student desks, lockers, textbooks, computers, and other materials, supplies or storage spaces loaned by the school to students remain the property of the school, and may be opened and inspected by school employees at any time, and drug-sniffing dogs may be utilized in these searches. The purpose of these searches, when they occur, is to ensure the safety of students, faculty, and staff, enhance school security and prevent disruptions of the learning environment. Students have no reasonable expectation of privacy with respect to school property; and school officials retain complete control over such property. This means that student desks, lockers, textbooks, computers, and other materials, supplies or storage spaces may be subject to search and/or seizure of contraband/prohibited items at any time by school officials, without prior notice to students and without their consent. However, a student's personal belongings contained

within a locker, desk, or other storage spaces loaned by the school to students are subject to the reasonable suspicion standard for searches by an authorized school official.

In addition, student data files and electronic storage areas are the property of the District. Such data and all District equipment shall be subject to District control and inspection. District officials and their designees may access all such files and communications without prior notice. Students and other individuals with access to District computers and networks should NOT expect that information stored on such equipment or networks will be private.

Documentation of Searches

The Superintendent, building Principal or designee will be responsible for documenting each student search in accordance with Board Policy No. 7330.

Questioning of Students by School Officials

School officials have the right to question students regarding any alleged violations of school rules and/or illegal activity. In general, administration may conduct investigations concerning reports of misconduct which may include, but are not limited to, questioning students, staff, parents/guardians, or other individuals as may be appropriate and, when necessary, determining disciplinary action in accordance with applicable due process rights.

Should the questioning of students by school officials focus on the actions of one particular student, the student will be questioned, if possible, in private outside the presence of other students, by the appropriate school administrator(s). The student's parent or guardian may be contacted; the degree, if any, of parental or guardian involvement will vary depending upon the nature and the reason for questioning, and the necessity for further action which may occur as a result.

The questioning of students by school officials does not preclude subsequent questioning/ interrogations by police authorities as otherwise permitted by law. Similarly, the questioning of students by school officials does not negate the right or responsibility of school officials to contact appropriate law enforcement agencies, as may be necessary, with regard to statements given by students to school officials.

School officials acting alone and on their own authority, without the involvement of or on behalf of law enforcement officials are not required to give the so-called "Miranda warnings" (i.e., advising a person, prior to any custodial interrogations as defined in law, of the right to remain silent; that any statement made by the individual may be used as evidence against him or her; and that the individual has the right to the presence of an attorney, either retained or appointed) prior to the questioning of students.

If deemed appropriate and/or necessary, the Superintendent/designee may also review the circumstances with School District legal counsel so as to address concerns and

the course of action, if any, which may pertain to and/or result from the questioning of students by school officials.

School Resource Officers

Districts may utilize School Resource Officers (SROs), law enforcement officers who work within the school building. There are different types of SROs: those employed by the District and those employed by local law enforcement. SROs, acting in their capacity as law enforcement, are held to a different search standard than District staff. Searches by law enforcement SROs must be justified by probable cause, not the District's standard of reasonable suspicion. District staff need to clearly establish who is initiating and conducting a search, the District or law enforcement, and that the appropriate standard for the search has been met.

Cooperation with Law Enforcement Officials

District officials are committed to cooperating with police and other law enforcement authorities to maintain a safe school environment. When district officials have called the police to investigate a crime on school premises, school officials should yield to police leadership on the conduct of the investigation. The investigation should be conducted in a manner that minimizes the disruption of the school environment.

If law enforcement seeks to interrogate or remove a student, the District is required to immediately contact the student's parents or legal guardians to arrange for their presence, if possible, or obtain their consent unless law enforcement:

1. Has a warrant for the arrest of the student;

2. Has a court order authorizing the removal or interrogation of the student; or

3. Is investigating a possible crime that occurred on school grounds or off school grounds and law enforcement determines either:

    a) exigent circumstances exist;

    b) there is an immediate threat of serious physical harm; or

    c) there is an emergency and immediate need for assistance.

School officials will consult with the police on these issues and their determinations.

The safety and welfare of the students and school staff takes precedence over any right of an individual to be present during school searches. If there is an allegation regarding a firearm, school staff should, if circumstances permit, immediately notify their

School Resource Officer or local law enforcement agency. These officers, with their training and expertise, should be the ones to initiate any interview and conduct the search for the weapon.

Child Protective Services' Investigations

Consistent with the District's commitment to keep students safe from harm and the obligation of school officials to report to child protective services when they have reasonable cause to suspect that a student has been abused or maltreated, the District will provide data and assistance to local child protective services workers, or members of a multi-disciplinary team accompanying such workers, who are responding to allegations of suspected child abuse, and/or neglect, or custody investigations. Such data and assistance include access to records relevant to the investigation, as well as interviews with any child named as a victim in a report, or a sibling of that child, or a child residing in the same home as the victim.

All requests by child protective services to interview a student on school property must be made directly to the Principal or his/her designee. Child protective service workers and any associated multi-disciplinary team members must comply with the District's procedures for visitors, provide identification, and identify the child(ren) to be interviewed. The Principal or designee will decide if it is necessary and appropriate for a school staff member, including but not limited to an administrator or school nurse, to observe the interview either from inside or outside the interview room.

A child protective services worker may not remove a student from school property without a court order, unless the worker reasonably believes that the student would be subject to danger of abuse if they were not removed from school before a court order can reasonably be obtained. If the worker believes the student would be subject to danger of abuse, the worker may remove the student without a court order and without the parent's consent.

XV. VISITORS TO SCHOOLS

The Board of Education encourages parents/guardians and other district citizens to visit the District's schools and classrooms to observe the work of students, teachers, and other staff. Since schools are a place of work and learning, however, certain limits must be set for such visits. Administrators are responsible for all persons in the building and on the grounds. For these reasons, the following rules apply to visitors to Onondaga Central School District property:

1. Anyone who is not a regular staff member or student of the school or program will be considered a "visitor".

2. All visitors to the school shall report to the Main Office upon arrival at the school. All visitors must have a driver's license or state issued photo

identification to be scanned through the Raptor System and then be issued a visitor identification badge. The identification badge must be worn at all times while in the school or on school grounds, and returned to the Main Office before leaving the building.

3. Parents/guardians or citizens who wish to observe a classroom while school is in session are required to arrange such visits in advance with the classroom teacher(s) and the Building Principal so that class disruption is kept to a minimum.

4. Parents/guardians who wish to have lunch with their children are required to obtain permission and arrange such visits, in advance, with the Building Principal.

5. Teachers should not be expected to take class time to discuss individual matters with visitors. Visitors are not to interrupt classroom instruction at any time.

6. Any unauthorized person on school property will be reported to the Principal. Unauthorized persons will be asked to leave. The police may be called if the situation so warrants.

7. All visitors are expected to abide by the rules contained in the Code of Conduct concerning public conduct on Onondaga Central School District property.

8. "Visitors to school" also includes news media personnel. No news media personnel are to come on campus, enter buildings or interview students without the expressed permission of the Building Principal or the Superintendent of Schools.

9. When school is not in session and no school sanctioned event is taking place, school grounds are closed from dusk to dawn.

XVI. PUBLIC CONDUCT ON SCHOOL PROPERTY

The Onondaga Central School District is committed to providing an orderly, respectful environment that is conducive to learning. To create and maintain this kind of an environment, it is necessary to regulate public conduct on Onondaga Central School District property and at Onondaga Central School District functions.

The restrictions on public conduct on Onondaga Central School District property and at Onondaga Central School District functions contained in this Code are not intended to limit freedom of speech or peaceful assembly. Onondaga Central School District recognizes that free inquiry and free expression are indispensable to the objectives of the

District. The purpose of this Code is to maintain public order and prevent abuse of the rights of others.

A. PROHIBITED CONDUCT

No person, either alone or with others, shall:

1. Intentionally bully and/or injure any person or threaten to do so.

2. Intentionally damage or remove District property.

3. Disrupt the orderly conduct of classes, Onondaga Central School District programs, or other Onondaga Central School District activities.

4. Distribute, wear, or display materials on Onondaga Central School District grounds or at Onondaga Central School District functions that are obscene, violent, advocate illegal action, appear libelous, obstruct the rights of others, disruptive, hateful, promote the use of drugs, alcohol or tobacco products.

5. Intimidate, harass, bully or discriminate against any person on the basis of actual or perceived, race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, sex or any other legally protected status.

6. Enter any portion of the Onondaga Central School District premises without authorization or remain in any building or facility after it is normally closed.

7. Obstruct the free movement of any person in any place to which this Code applies.

8. Violate the traffic laws, parking regulations, or other restrictions to vehicles.

9. Possess, consume, sell, distribute, or exchange alcoholic beverages, any tobacco product as defined in this Code, controlled substances, illegal substances as defined in this Code, or be under the influence of any of the above on Onondaga Central School District property or at an Onondaga Central School District function.

10. Possess or use firearms or other weapons as defined in this Code and including, but not limited to, paintball guns, air guns, pistols, rifles, shotguns, ammunition, explosives, lighters, box cutters, knives, bow and arrow, crossbow, gas canisters, pepper spray, or other noxious spray in or on school property or at a school function, except in the case of law enforcement officers or except as specifically authorized by the Onondaga Central School District.

11. Loiter on or about Onondaga Central School District property.

12. Gamble on Onondaga Central School District property or at Onondaga Central School District functions.

13. Refuse to comply with any lawful order or reasonable requests of identifiable Onondaga Central School District officials performing their duties.

14. Willfully incite others to commit any of the acts prohibited by this Code.

15. Violate any federal or state statute, local ordinance, or Board policy while on Onondaga Central School District property or while at an Onondaga Central School District function.

16. Bring any animal on school property during regular school hours and during all co-curricular, athletic and community events without prior administrative permission. (see Policy 3430)

B. PENALTIES

Persons who violate this code shall be subject to the following penalties:

1. VISITORS: Their authorization, if any, to remain on Onondaga Central School District grounds or at the Onondaga Central School District function, including all co-curricular, extra-curricular and scholastic events, shall be withdrawn and they shall be directed to leave the premises. If they refuse to leave, they shall be subject to ejection. If necessary, law enforcement officials may be called to assist in this ejection. These visitors may face a short, long or permanent ban from all school events and properties. Failure to comply with this ban will lead to law enforcement involvement and a charge of trespass.

2. STUDENTS: They shall be subject to immediate ejection and to disciplinary action as the facts may warrant, including any of the penalties listed in the "Penalties" section of this Code of Conduct, in accordance with the due process of law requirements.

3. FACULTY MEMBERS: They shall be subject to immediate ejection and to disciplinary action as the facts may warrant in accordance with Education Law section 3020A or any other legal rights that they may have.

4. STAFF MEMBERS IN THE CLASSIFIED SERVICE OF THE CIVIL SERVICE ENTITLED TO THE PROTECTION OF CIVIL SERVICE LAW SECTION 75: They shall be subject to immediate ejection and to disciplinary action as the facts may warrant in accordance with Civil Service Law section 75 or any other legal rights that they may have.

5. **STAFF MEMBERS OTHER THAN THOSE DESCRIBED IN ITEMS 3 AND 4 ABOVE**: They shall be subject to immediate ejection and to warning, reprimand, suspension, or dismissal as the facts may warrant in accordance with any legal rights they may have.

C. ENFORCEMENT

The Superintendent shall be responsible for enforcing the conduct required in the Code of Conduct. The Superintendent may designate the other Onondaga Central School District staff that is authorized to take action consistent with the Code of Conduct.

When the Superintendent or his/her designees sees an individual engaged in prohibited conduct, which in his or her judgment does not pose any immediate threat of injury to persons or property, the designated school official shall tell the individual that the conduct is prohibited and attempt to persuade the individual to stop. The school official shall also warn the individual of the consequences for failing to stop. If the person refuses to stop engaging in the prohibited conduct, or if the person's conduct poses an immediate threat of injury to persons or property, the designated school official shall have the individual removed immediately from Onondaga Central School District property or the Onondaga Central School District function. If necessary, local law enforcement authorities will be contacted to assist in removing the person.

The Onondaga Central School District shall initiate disciplinary action against any student or staff member, as appropriate, with the "Penalties" section above. In addition, the District reserves its right to pursue a civil or criminal legal action against any person violating the Code.

XVII. EXTRA-CURRICULAR CODE OF CONDUCT

Extra-curricular activities are an integral part of school life. Participating in extra-curricular activities and athletics is a privilege, not a right. The student must earn this privilege through dedication, desire, and discipline. Without the pursuit of these traits, the student cannot do justice to him/herself or the school. The student must discipline him/herself to be a good citizen and student in order to achieve excellence. The Onondaga Central School District believes that the tradition of excellence is established and maintained upon these principles. In order for a determined course of action in the pursuit of student achievement and the character training of young persons, the following "Policies" must be understood and agreed to among school personnel, the student, and the parent/guardian.

A. HEALTH PRACTICES & RULES

Due to the harmful effect upon the health of the individual, at any time, all students and/or athletes who participate in co-curricular and interscholastic activities shall follow the following rules:

1. Students will not use tobacco products, as defined in this Code.

2. Students will not use, possess, consume, buy, sell, give away, or be under the influence of alcohol or illegal substances, as defined in this Code.

3. A student may use a medication prescribed by a Physician in accordance with school procedures and the medication prescription.

B. REPORTING VIOLATIONS

1. Reports of alleged violations coming from the individuals listed below, having personally witnessed the alleged violation, must be investigated by a district administrator, Athletic Director or designee.

a. Any current district employee or school board member

b. Any adult acting as a chaperone or assisting with a school activity at the request of the district

c. Any law enforcement officer or agency

d. A parent or legal guardian of the student involved

2. Pictures from social media or otherwise do not solely constitute a violation. An investigation will be conducted to ascertain if there is any supporting evidence.

3. Reports of alleged violations from persons other than the above may be investigated if cause to do so is warranted, by a district administrator, Athletic Director or designee.

4. Alleged violations shall be reported to the Athletic Director or Principal who will in turn report the violation to the co-curricular activity advisor and the Extra-curricular Committee for review of eligibility (within 5 student school days of the reported violation). The Extra-curricular Committee shall consist of the Athletic Director (no vote), two advisors/coaches, and two teachers (a special education teacher will be required for CSE students,) selected annually by the Athletic Director. An ADA PEP Counselor will also be included. In the event the student's advisor/coach is a member of the committee, the Athletic Director will designate an alternate advisor/coach to serve for that particular review. The Athletic Director or his/her designee will conduct an investigation to determine the facts of the case.

C. PROCESS

1. Notification of Process

a. The Athletic Director, Principal or Designee will notify the student(s) of the alleged violation(s) of any rule under this policy.

b. The parents or guardians will be notified of the allegation and the procedures that will be followed.

c. The Principal/Athletic Director or his/her designee will conduct a fact-finding investigation involving the questioning of student(s) alleged to be in violation, interview witnesses and take other necessary steps. The Principal/Athletic Director or his/her designee will present the findings of the investigation to the Extra-curricular Committee. If deemed warranted, the Extra-curricular Committee will conduct a hearing at which time the Athletic Director or his/her designee will present the findings of the investigation. The student alleged to have violated the code will have an opportunity to discuss the findings with the Extra-curricular committee.

d. The Extra-curricular Committee will render a recommendation to the building administrator who will make the final decision.

e. The Athletic Director or designee will notify the student charged and the parents/guardians regarding the building administrator's decision.

f. If the infraction occurs on district property or during a district event, the Code of Conduct will also be enforced.

2. The Appeal Process

The student(s) or parent(s) may appeal the decision with the Superintendent. Written notification of the appeal must be submitted within 3 student school days of the building administrator's decision. The Superintendent's decision may be appealed to the Board of Education. Written notification of the appeal must be submitted within 3 student school days of the Superintendent's decision. The Board of Education's Decision may be appealed to the Commissioner of Education.

D. VIOLATIONS

1. 1st Offense

The student or athlete will be suspended for 35% of the regular season scheduled contests/events.

- If the student admits to the violation of the code before an investigation is started, the suspension will be 25% of the regular season scheduled contests.

- If the student is enrolled in a counseling program, for a length of time determined by the ADA PEP Counselor, the suspension will be reduced by 10% of the regular season scheduled contests.

The student/athlete may participate in practices at the discretion of the advisor/coach. If this is the end of the season/activity, then the suspension will carry over to the next season (based on remaining percentage of the penalty), sport or extra-curricular activity in which the athlete/student is involved. Substance abuse educational sessions will take precedence over practice and games or other extra-curricular activities.

2. 2nd Offense

The student will be suspended for one calendar year. The student will be required to complete a substance abuse counseling program before they are eligible.

The student/athlete may participate in practices at the discretion of the advisor/coach. If this is the end of the season/activity, then the suspension will carry over to the next season (based on remaining percentage of the penalty), sport or extra-curricular activity in which the athlete/student is involved. Substance abuse educational sessions will take precedence over practice and games or other extra-curricular activities.

3. 3rd Offense

The student is ineligible to participate in extra-curricular activities at the Onondaga Central School District for the remainder of their high school career.

Due to the fact that Drama has a low number of events, different students participate at different times and other unique aspects. The extra-curricular committee along with the Building Administrator and Activity Advisor will determine the penalty for Drama students at the time of the infraction.

E. PROBATIONARY PERIOD

After the 1st and 2nd infractions, students may be placed on a one year probationary period. At the end of the probationary period, the violations may be expunged from the student's record. However, if the student commits a third offense on or off while on probation, they will be ineligible for participating in extracurricular activities for the remainder of their high school career. (See 3rd Offense above)

This policy will be reviewed on a yearly basis by school administration.

The Extra-curricular advisory committee will be responsible for reviewing all disputes associated with the Extra-curricular Code of Conduct. After review of the dispute the committee will make a recommendation to the Building Administrator.

- Building Principal
- Athletic Director
- Advisor/Coach
- Independent Faculty Member

A student is under the auspices and regulations of the Extra-curricular Code of Conduct 24 hours a day, 365 days a year. Violations that occur when you are not participating continue on to the next year. For example: if a student violates the policy during summer or when they are not participating, the penalty will be served during the following season.

XVIII. ATHLETIC SPECTATOR GUIDELINES

A. ATHLETIC SPECTATOR CONDUCT

In addition to the expectations for visitors to school and public conduct on school property contained in this Code, all spectators will adhere to the Spectator Code of Ethics/Behavior. They will be polite and courteous at all times. For example, there will be no fighting, pushing, shoving, inappropriate or dangerous behaviors. Athletic facilities will be respected and spectators will not be allowed to throw objects or to litter the facility.

Students in grades Pre K-6 must be accompanied by a parent/guardian or designated adult.

In accordance with Section III regulation, noisemakers of any type are not allowed. This includes but is not limited to, thunder sticks, penny-filled containers, air horns, etc.

The Onondaga Central School District expects all spectators and participants to behave respectfully and conduct themselves in a positive manner. The use of profanity, abusive language, taunting of athletes, coaches, officials, spectators, or event staff will not be tolerated.

The Dress Code will be enforced. Spectators will comply with the Code of Conduct.

Rough play and activities that involve physical contact that may lead to injury are not allowed.

B. CODE OF ETHICS

The staff assigned to the interscholastic athletic program of our school subscribes to the following Code of Ethics as recommended by the N.Y.S.P.H.S.A.A.:

- To emphasize the proper ideals of sportsmanship, ethical conduct and fair play

- To eliminate all possibilities which tend to destroy the best values of the game
- To stress the values derived from playing the game fairly
- To show courtesy to visiting teams and officials
- To establish a respectful relationship between visitors and hosts
- To respect the integrity and judgment of sports officials
- To achieve a thorough understanding and acceptance of the rules of the game and the standards of eligibility
- To encourage leadership, use of initiative and good judgment by the players on the team
- To recognize that the purpose of athletics is to promote the physical, mental, moral, social and emotional well-being of the individual players
- To remember that an athletic contest is only a game, not a matter of life or death for a player, coach, school, official, fan, community, state or nation.

C. ATHLETIC PENALTIES AND BEHAVIORAL EXPECTATIONS

Spectators who fail to meet the Spectator Code of Conduct or the expectations as stated may face immediate, temporary or permanent expulsion from some or all athletic events or other consequences as deemed appropriate.

Some appropriate actions:

1. Direct all energies to encouraging your team
2. Avoid actions that offend visiting teams, individual players or officials
3. Show appreciation of good play by both teams
4. Learn the rules of the game in order to be a more intelligent spectator
5. Treat all visiting teams in a manner in which you would expect to be treated
6. Accept the judgment of coaches and officials
7. Encourage other spectators to participate in the spirit of good sportsmanship

8. Be positive and supportive of our athletes

Some inappropriate actions:

1. Booing opposing teams
2. Off-color cheers
3. Cheers which taunt opposing players and/or spectators
4. Cheers that are aimed at distracting opponents (opponent on foul line)
5. Cheers that attack officials
6. Throwing objects on the playing field
7. Mechanical noisemakers
8. The involvement of mood-altering substances at high school events
9. Disrespect for facilities
10. Actions that offend visiting teams, individual players or officials
11. Bringing food and beverages into the gymnasium

XIX. SPECTATOR EXPECTATIONS FOR NON-ATHLETIC EVENTS

A. NON-ATHLETIC SPECTATOR CONDUCT

In addition to the expectations for visitors to school and public conduct on school property contained in this Code, all spectators will adhere to the guidelines for non-athletic events that include but are not limited to drama performances, vocal concerts and instrumental concerts.

The Onondaga Central School District expects all spectators and participants to behave respectfully and conduct themselves in a positive manner. The use of profanity, abusive language, taunting of performers, directors, spectators, or event staff will not be tolerated.

Students in grades Pre K – 6 must be accompanied by a parent/guardian or designated adult.

Rough play and activities that involve physical contact that may lead to injury are not allowed. The Dress Code will be enforced. Spectators will comply with our Code of Conduct.

B. NON-ATHLETIC PENALTIES AND BEHAVIORAL EXPECTATIONS

Spectators who fail to meet the guidelines for non-athletic events may face immediate, temporary, or permanent expulsion from some or all events or other consequences as deemed appropriate.

Some appropriate actions:

1. Applaud at the appropriate times during the performance
2. Provide encouragement to the performers in an appropriate manner and at appropriate times
3. Keep younger children sitting with you
4. Remove disruptive child(ren)
5. Enter the auditorium on time or during applause
6. Refrain from cell phone use, including texting during performance

Some inappropriate actions:

1. Throwing objects
2. Having conversations – even whispers can be heard
3. Use of noisemakers or artificial lighting
4. Attending school events under the influence of mood-altering substances
5. Disrespecting the facilities
6. Bringing food or beverage into auditorium/gymnasium

XX. PUBLICATION, IN SERVICE AND REVIEW

A. PUBLICATION

The Code of Conduct shall be filed in each school building, on our website at onondagacsd.org, and shall be available for review by any individual.

B. IN SERVICE

The Board will provide in-service education programs for all district staff members to ensure the effective implementation of this Code, to promote a safe and supportive school climate while discouraging, among other things bullying, discrimination and harassment against students by students and/or school employees and to include safe and supportive school climate concepts in the curriculum and classroom management. In-service education programs shall also include training on the social patterns of harassment, bullying and discrimination, including but not limited to those acts based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender and sex, the identification and mitigation of harassment, bullying and discrimination, and strategies for effectively addressing problems of exclusion, bias and aggression in educational settings. The superintendent may solicit the recommendations of the district staff, particularly teachers and administrators, regarding in-service programs pertaining to the management of discipline of students.

The following are suggested programs that may be utilized for in-service education for all staff members to ensure effective implementation of this Code: (1) School-oriented programs developed at the district and building level; (2) Superintendent's workshop days; and (3) faculty meetings.

C. DISSEMINATION AND REVIEW

I. DISSEMINATION OF THE CODE OF CONDUCT

The Board will work to ensure that the community is aware of this code of conduct by:

1. Providing a public hearing prior to Board approval of any amendments.

2. Providing copies of a summary of the code to all students in an age appropriate, plain-language version, at the beginning of each academic year.

3. Mailing a summary of the code of conduct written in plain language to all parents of district students at the beginning of the academic year and making this summary available later upon request.

4. Providing all current teachers and other staff members with a copy of the code and a copy of any amendments to the code as soon as practicable after adoption. Providing opportunities for participation in training in compliance with this code.

5. Providing all new employees with a copy of the current code of conduct when they are first hired.

6. Making copies of the code available for review by students, parents and other community members.

7. Posting the code of conduct on the district's web site.

II. REVIEW OF THE CODE OF CONDUCT

The Code of Conduct shall be reviewed by the Board of Education on an annual basis and shall be amended when appropriate. In conducting this review, the Board will consider how effective the Code of Conduct's provisions have been and whether the Code of Conduct has been applied fairly and consistently. The Board of Education may appoint an advisory committee to assist in reviewing the Code of Conduct. The committee will be made up of representatives of student, teacher, administrator, and parent organizations; school safety personnel and other school personnel.

Before making any revisions to the Code of Conduct, the Board of Education will hold at least one public hearing at which school personnel, parents, students, and any other interested party may participate. Any amendments to the Code of Conduct will be filed with the Commissioner of Education no later than thirty (30) days after adoption.

XXI. STANDARDS AND PROCEDURES TO ASSURE THE SECURITY AND SAFETY OF STUDENTS AND SCHOOL PERSONNEL

The District has an established a District-level school safety plan and a building-level emergency response plan for each District school, which have been developed in accordance with applicable law and regulation to assure the security and safety of students and school personnel.

updated: 9/06, 7/07, 08/08, 6/09, 6/10, 7/11, 6/12, 6/13, 7/14, 7/15, 7/16, 6/17, 6/18, 6/19, 6/20

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