

CLASSROOM MANAGEMENT, DISCIPLINE, AND CORRECTIVE ACTION

Rules of student conduct are essential to maintain a school environment conducive to learning. A student's refusal to comply with written rules and regulations established for the governing of the school will constitute sufficient cause for discipline or other corrective action.

Role of Staff in Correction of Students

Staff are responsible for supervising student behavior, employing effective classroom-management methods, and enforcing the rules of student conduct in a fair, consistent, and non-discriminatory manner. The superintendent and other certificated administrators have the authority to discipline, suspend, or expel students when appropriate. The superintendent will identify the conditions under which a teacher may exclude a student from his or her class and designate which staff members have the authority to initiate or impose discipline, suspensions, or expulsions. Within each school, the principal or his/her designee will determine that appropriate student discipline and corrective action is established and enforced.

The methods employed in enforcing the district's rules for student conduct involve professional judgment. Such judgment should be:

1. Consistent from day to day, student to student, and teacher to teacher;
2. Guided by appropriate classroom management strategies;
3. Balanced against the severity of the misconduct;
4. Appropriate to the student's circumstances and prior behavior;
5. Fair to the student, parent/guardian, and others; and
6. Effective.

Because these criteria may conflict, established procedures must be followed in correcting misbehavior. Appeal procedures have been established in order to provide for an opportunity for every corrective action to be reviewed by someone in authority and to instill confidence among students and parents as to the essential fairness of staff.

Conditions for Imposition of Corrective Action

Corrective action will be enforced in order to maintain a safe and orderly school environment that is conducive to student learning. Corrective action must be reasonable and necessary under the circumstances and reflect the district's priority to maintain a safe and positive learning environment for all students and staff. No student will be expelled, suspended, or disciplined in any manner for the performance of or failure to perform any act not related to the orderly operation of the school or school-sponsored activities or any other aspect of the educational process. No form of "discipline" (as that term is used in Procedure 3241P) will be enforced in such a manner as to prevent a student from accomplishing a specific academic grade, subject, or graduation requirements.

Procedures for Imposing Corrective Action

In order to preserve a beneficial learning environment for all students and to maintain good order and discipline in each classroom, the superintendent or his/her designee will develop written procedures for administering corrective action at each school within the district. The procedures will be developed with the participation of parents/guardians and the community, and will provide that the teacher, principal or designee, and other school authorities make every reasonable attempt to involve parents/guardians and the student in the resolution of student misconduct problems.

The procedures for administering corrective action will be consistent with the due process rules issued by the Office of Superintendent of Public Instruction (OSPI) in Chapter 392-400 of the Washington Administrative Code (WAC) and address conditions for imposing and contesting (i.e., appealing) corrective actions, including the following:

1. No student will be long-term suspended or expelled for more than the length of one academic term, which the board defines as one semester (approximately 90 school days).
2. The district will not impose long-term suspension or expulsion as a form of “discretionary” corrective action, as that term is defined in state law (RCW 28A.600.015).
3. The district will not suspend the provision of educational services to a student as a corrective action. Although a student may be excluded from a particular classroom or instructional or activity area for the period of suspension or expulsion, the district will provide an opportunity for the student to receive educational services during such period.
4. The district will make efforts to have each student who has been long-term suspended or expelled return to an educational setting as soon as possible. The district will convene a reengagement meeting with and create a reengagement plan for each student who has been long-term suspended or expelled. The reengagement plan will be tailored to the student’s individual circumstances, including consideration of the incident that led to the student’s long-term suspension or expulsion.
5. Any student who has been suspended or expelled may apply to be readmitted at any time.

Students and/or their parents/guardians will be provided all required substantive and procedural due process regarding grievances, hearings, and/or appeals of corrective action.

Alternative Forms of Corrective Action

The board encourages the use of alternative forms of corrective action when possible and practicable in light of the duty to maintain safe and orderly school environments conducive to student learning. District administrators may consider alternative forms of corrective action—including programs intended to lessen the time of exclusion from class attendance—that have been approved by the board and/or superintendent. Except in exceptional cases as provided in district procedure, administrators must impose alternative forms of corrective action for incidents of misbehavior prior to imposing a suspension or expulsion for the same type of misbehavior.

Student Disciplinary Boards

The board recognizes that a student’s behavior may be positively influenced when an incident giving rise to corrective action is reviewed by a panel of the student’s peers. The board may, in its discretion, authorize the establishment of one or more student disciplinary boards composed of students, which may also

include teachers, administrators, parents/guardians, or any combination thereof pursuant to WAC 392-400-220. The student disciplinary board may be authorized to prescribe reasonable discipline and may recommend suspension or expulsion to the appropriate school authority. The school authority will be authorized to set aside or modify the student disciplinary board's recommendation.

Board Option to Delegate Authority to Hear Appeals

The board may delegate its authority to hear and decide long-term suspension and expulsion appeals to a school district disciplinary appeal council established by the board. Members of such councils will be appointed by the board for fixed terms and shall consist of no less than three persons. If such a council is established, the student and/or his/her parents/guardians have the right to appeal the hearing officer decision to the disciplinary appeal council rather than to the board.

Notice of Student Conduct Rules and Procedures

The superintendent or designee will annually publish and make available to all students and parents/guardians the district's rules for administering corrective actions. The district will annually disseminate this policy and procedure to students, families, and the community. The superintendent or his/her designee, in consultation with staff, students, families, and the community, will periodically review and update its policies and procedures on administering corrective actions.

Pursuant to the Drug-Free Schools and Communities Act (Amendments of 1989), students and parents will be given annual notice of the standard of conduct the district requires regarding controlled substance and alcohol use, and a statement of the disciplinary sanctions for violations of that standard.

Cross reference:	Board Policy 2121	Substance Abuse Program
	Board Policy 2161	Special Education and Related Services for Eligible Students
	Board Policy 2162	Education of Students with Disabilities Under Section 504
	Board Policy 2121	Substance Abuse Program
	Board Policy 3122	Excused and Unexcused Absences
	Board Policy 3244	Prohibition of Corporal Punishment
	Board Policy 3240	Student Conduct Expectations and Reasonable Sanctions
	Board Policy 3250	Student Fees, Fines, Charges
	Board Policy 3246	Use of Reasonable Force
	Board Policy 3247	Isolation and Restraint of Students with IEPs and Section 504 Plans
	Board Policy 4210	Regulation of Dangerous Weapons on School Premises
	Board Policy 4215	Use of Tobacco and Nicotine Substances

Legal reference:	RCW 9A.16.100	Use of force on children—Policy—Actions presumed unreasonable
	RCW 9.41.280	Possessing dangerous weapons on school facilities—Penalty—Exceptions
	RCW 28A.150.240	Certificated teaching and administrative staff as accountable for classroom teaching—Scope—Responsibilities—Penalty
	Chapter 28A.225 RCW	Compulsory School Attendance and Admission
	Chapter 28A.320 RCW	Provisions Applicable to All Districts
	RCW 28A.400.100	Principals and vice principals—Employment of—Qualifications—Duties
	RCW 28A.400.110	Principal to assure appropriate student discipline—Building discipline standards—Classes to improve classroom management skills
	Chapter 28A.600 RCW	Students
	Chapter 392-400 WAC	Pupils
	42 U.S.C. 2000d <i>et seq.</i>	Civil Rights Act of 1964

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