

Book	Policy Manual
Section	5000 Students
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5500 - **STUDENT CONDUCT**

Respect for the law and those persons in authority shall be expected of all students. This includes conformity to school rules and general provisions of law affecting students. Respect for the rights of others, consideration of their privileges, and cooperative citizenship shall also be expected of all school community members. The Board has zero tolerance for violent, disruptive, or inappropriate behavior by its students.

Respect for real and personal property, pride in one's work, achievement within the range of one's ability, and exemplary personal standards of courtesy, decency, and honesty shall be maintained in the schools of this District. It is the responsibility of students, teachers, and administrators to maintain a classroom environment that:

- A. Allows teachers to communicate effectively with all students in the class;
- B. allows all students in the class the opportunity to learn;
- C. Has consequences that are fair and developmentally appropriate;
- D. Considers the student and the circumstances of the situation, and
- E. Enforces the Student Code of Conduct/Student Discipline Code accordingly.

Students may be subject to discipline for violation of the Code of Conduct/Student Discipline Code even if that conduct occurs on property not owned or controlled by the Board but that is connected to activities or incidents that have occurred on property owned or controlled by the Board, or conduct that, regardless of where it happens, is directed at a Board official or employee, or the property of such official or employee.

Discipline of District vehicles shall be the driver's responsibility on regular bus runs. However, when District vehicles are used for field trips and other District activities, the teacher, coach, or advisor shall be responsible for student discipline. If a student becomes a severe discipline problem on the vehicle, the Superintendent may suspend the student's transportation privileges, providing such suspension conforms with due process.

The rules and provisions of the Student Code of Conduct/Student Discipline Code shall govern student conduct. This Code of Conduct/Student Discipline Code shall be reviewed periodically.

The items in this Code apply to all students when properly under the authority of school personnel during a school activity, function, or event, whether on property owned, rented, or maintained by the Galion City Board of Education or property owned, rented, or maintained by another party. Additionally, the provisions of this Code shall apply to students if the prohibited act(s) takes place while on properties immediately adjacent to school property, within the line of sight of school property, on school transportation, or if the act affects the operation of the schools. The Code also applies to any student misconduct, regardless of where it occurs, directed at a district official or employee or on the private property of that official or employee.

Students and parents will annually receive, at the opening of the school year or upon entering during the year, written information on the rules and regulations to which students are subject while in school or participating in any school-sponsored activity or event. The information will include the types of conduct that will make students liable to suspension or expulsion from school or other disciplinary action. In addition, parents will receive a copy of the student code of conduct with the written mandate that compliance is required for all students, and parents are informed of the conduct expected of students. Parents are encouraged to read through the following Board Policies at the beginning of the school year and contact their child's principal with any questions, concerns, or needs for clarification.

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

Students found to have violated the student code of conduct are subject to school consequences, which may result in suspension and/or expulsion. Progressive disciplinary action may take place for students with repeat offenses.

Rule 1 - Academic Dishonesty

A student shall not engage in any act of cheating, plagiarism, or academic dishonesty, including but not limited to the removal and/or change of any school records. Students shall only use artificial intelligence programs with explicit teacher or building administrator approval. When two students are knowingly involved in the sharing of work, both students may receive consequences.

Rule 2 - Bomb Threat / False Alarm / Causing Panic

Any threat (For example, verbal, written, or electronic) by a person to bomb or use other substances or devices to explode, burn, or cause damage to a school building or school property or to harm students or staff is prohibited. Any attempt to create a false alarm (For example, setting off a fire alarm), cancel a school day or events, or any action that may cause fear or panic is prohibited. This may result in a police referral.

Rule 3 - Bullying / Cyber-Bullying

Any intentional written, verbal, electronic, or physical act that a student or group of students exhibits toward another student(s) that causes mental, emotional, or physical harm to the other student(s) and is severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s). (Board Policy - 5517.01)

Rule 4 - Discriminatory Behavior

A student shall not harass, haze, intimidate, degrade, disgrace, disparage, incite, urge, provoke, threaten, or discriminate based on a student's race, color, national origin, sex (including sexual orientation and gender identity), disability, age (except as authorized by law), religion, ancestry, or genetic information (See Board Policy 5517, 5517.01). Prohibited discrimination occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's sexual orientation/gender identity, religion, race, or color and when the conduct has the purpose or effect of interfering with the individual's work or educational performance; of creating an intimidating, hostile, or offensive working, and/or learning environment; or of interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such discrimination may occur where conduct is directed at the characteristics of a person's sexual orientation/gender identity, intellectual abilities, religion, race, or color, such as racial slurs (use of the N-word), nicknames implying stereotypes, epithets, and/or negative references relative to racial, ethnic, or religious customs.

Rule 5 - Intimidation / Harassment / Menacing

Harassment, intimidation, or bullying toward a student or school personnel, whether by other students, staff, or third parties, is strictly prohibited and will not be tolerated (See Board Policy 5517, 5517.01). Harassment, intimidation, or bullying means Any intentional written, verbal, electronic, or physical act that a student or group of students exhibits toward another particular student(s) more than once. The behavior both causes mental or physical harm to the other student(s). It is sufficiently severe, persistent, or pervasive, creating an intimidating, threatening, or abusive educational environment for the other student(s) or violence within a dating relationship. Furthermore, an "electronic act" means an act committed using a cellular telephone, computer, pager, personal communication device, or other electronic communication device.

Rule 6 - Class Cutting, Punctuality, Tardiness, Outside of Assigned Area

All students are expected to be on time for school and each class unless illness or a delayed school bus prevents timely attendance. Students shall be present in all or any portion of the regularly scheduled classes or other mandatory activities with school authorization. A student is considered tardy to the first period if they are outside their assigned seat when the late bell rings. A student is considered absent from a class if they miss the first 15 minutes of class. A student shall not be absent from school without parental and school approval. Students who are excessively absent or habitually truant may be subject to an absence intervention plan, which may result in the district filing a complaint with the Juvenile Court. Both the student and parent will be charged if found in violation. Students leaving the building must first report to the main office and sign out. They must sign out to leave and sign in upon their return. Students who leave at noon and do not expect to return in the afternoon must also report to the main office for permission to leave school. A principal or secretary must approve before a student is to sign out.

Rule 7 - Complicity / Aiding / Abetting

A student shall not actively or passively aid, abet, act as an accomplice of, and/or otherwise encourage others to violate the rules contained in the Code of Conduct. Violations can be and are not limited to actions that encourage students to break the rules.

Rule 8 - Misuse of District Information and Technology Resources / Tampering / Violation of the Acceptable Use Policy (AUP)

A student shall not alter or attempt to change another individual's data by using their login information, individual devices, or computer network system software, placing unauthorized information, computer viruses, or harmful programs on the system, and disrupting the operation of the individual devices/network in any way (For example chat-rooms, hate mail, harassment, profanity, vulgar statement, discriminatory remarks, proxy servers, inappropriate sites that contain pornography, online gambling, looking up weapons, alcohol, drugs, ammunition, drug/alcohol paraphernalia, e-cigarettes, etc.). Students shall not use other student's school-issued devices or accounts. Students shall not violate the acceptable use policy of the district. Students found violating this article will lose the privilege to use school devices and face school discipline, including suspension. Students shall only use artificial intelligence programs with explicit teacher or building administrator approval.

Rule 9 - Damage to Property

A student shall not cause or attempt to cause damage to school property or private property, through improper use or otherwise, on school premises or during school activities conducted on or off school grounds. Restitution will be made by the student(s).

Rule 10 - Disrespect

Students shall not act to intimidate, insult, or otherwise abuse any member of the school staff or student body by verbal, written, or electronic means.

Rule 11 - Disruption

A student shall not cause any disruption of any classroom activity or the operation of the school or the educational process and shall not engage in any activity that is potentially harmful to the health, welfare, and safety of the student themselves, other students, or staff. Actions may include any social media activity and posts that disrupt the educational process.

Rule 12 - Distribution or Sale of Unauthorized Materials

A student shall not distribute or sell unauthorized materials on school property (For example, students engaged in the trading/selling of personal property, unapproved fundraising, etc.)

Rule 13 - Dress or Appearance

A student shall not violate school rules relating to dress and appearance. A student shall not wear clothing that disrupts the educational environment. This includes clothing that overexposes undergarments of any type or such appearance that disrupts class or the orderly operation of the school (For example, clothing with obscene or suggestive statements or symbols, apparel that advertises or promotes sex, drugs, alcohol, or tobacco, etc.). Shoes must always be worn. The building administrators are the final decision makers to determine if clothing and attire constitute a school disruption.

Rule 14 - Excessive Displays of Affection

Students shall not engage in excessive displays of affection on school property.

Rule 15 - Failure to Accept Discipline / Serve Discipline

Students shall not refuse to accept discipline or punishment assigned by teachers, substitute teachers, educational aides, bus drivers, principals, or other appropriate school personnel. Refusing to serve an in-school suspension, misbehavior while serving school discipline, failure to report for assigned detention, and/or walking out of the principal or assistant principal's office while discussing or receiving discipline will not be tolerated. The student may be required to serve the original consequence and further disciplinary action.

Rule 16 - Failure to Provide Evidence / Providing False Information

Students are expected to be honest concerning violations of the code of conduct and to assist school officials in establishing the truth about a possible violation of the Student Code of Conduct. Students are expected to cooperate with school officials to establish the facts concerning an incident. Students shall not give or assist in providing false or fictitious accounts to any school official, staff member, and/or faculty.

Rule 17 - Firearms Look-a-Likes

Any item that resembles a firearm but does not have the explosive characteristics of a firearm but may use spring-loaded devices or air pressure by which to propel an object or substance (For example, toy guns, cap guns, BB guns, pellet guns) in the school building, school grounds, school property, and at school functions is prohibited. Any possession, use, or threatened use of a look-a-like or counterfeit weapon is prohibited. A violation may result in a police referral.

Rule 18 - Gambling

A student shall not engage in gambling activities, such as playing or gambling for money or other stakes.

Rule 19 - Insubordination

A student shall not refuse to comply with reasonable requests, orders, and directions of school staff and other authorized personnel when the student is under the authority of school personnel.

Rule 20 - Intentional Burning

A student shall not act or attempt to act in the burning or attempted burning of any item on school property.

Rule 21 - Loitering

A student shall not loiter or delay in any way that may disrupt some activity or function. Students must have a ride if planning to leave early. If students have nowhere to go after school, they can wait in a designated area until one hour after the school day. Students shall not loiter in restrooms. Students must enter the restroom, use it, wash their hands, and exit immediately. Only one student per stall is permitted.

Rule 22 - Misuse of Vehicles on School Property

A student shall not violate the prescribed rules and regulations for using vehicles on school property or exhibit unsafe vehicle operations on school grounds. This includes parking in the areas identified for visitors, designated parking for persons with disabilities, parking without a parking pass, parking against a yellow curb, and parking in unmarked spots. It also includes students who exhibit unsafe vehicle operations such as donuts, speeding, cutting into the bus line, etc. A violation may result in a police referral.

Rule 23 - Misconduct Away from School

Students who engage in off-campus activities that disrupt the school environment, including, but not limited to, assault, gang affiliation, the sale/transmission/under the influence of any drug other than alcohol, tobacco, or other illegal substances off of school property or at a non-school sponsored or related activity, function, or event, or on school property before or after school may, under the procedures outlined in Ohio Revised Code (ORC) 3313.66, be subject to suspension or expulsion from school. Further, students will not have an affiliation with gang activities. This includes the wearing of colors, flashing gang signs, or displaying gang graffiti. The building administration may determine that the student's continued presence in the school is reasonably certain to disrupt or interfere with the educational process or endanger the health or safety of the student or others.

Rule 24 - Profane, Obscene, Vulgar Language or Gestures

A student shall not use profane, curse, obscene, or vulgar language or gestures at school, on school buses, or while engaged in or present at any school-sponsored event, activity, or in any setting in which the student code of conduct is in effect or may face the consequences.

Rule 25 - Repeated Offenses

A student shall consistently comply with school rules and regulations or directions of teachers, student teachers, teacher aides, principals, or other authorized school personnel. Repeated violations may result in increased severity of the consequence per occurrence.

Rule 26 - School Bus Conduct

A student shall not violate the prescribed rules and regulations for student conduct on school buses.

Rule 27 - Sexual Harassment / Unwelcomed Sexual Contact

A student shall not sexually harass another student or a staff member (see Board Policy 5517, 5517.01). Sexual harassment is prohibited between members of the same gender, as is sexual harassment between members of different genders. Examples of conduct that may constitute sexual harassment include, but are not limited to:

1. Unwelcome sexual propositions, invitations, solicitations, and flirtations.
2. Unwanted physical and/or sexual contact.
3. Threats or insinuations that a person's employment, wages, academic grade, promotion, classroom work or assignments, academic status, participation in athletics or extra-curricular programs, activities or events, or other conditions of employment or education may be adversely affected by not submitting to sexual advances.
4. Unwelcome verbal expressions of a sexual nature, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, profanity, jokes, or innuendoes; unwelcome suggestive or insulting sounds or whistles; obscene telephone calls.
5. Sexually suggestive objects, pictures, graffiti, videos, posters, audio recordings, or literature placed in the work or educational environment that may reasonably embarrass or offend individuals.
6. Unwelcome and inappropriate touching, patting, or pinching; obscene gestures.
7. Asking about, or telling about, sexual fantasies, sexual preferences, or sexual activities.
8. Speculations about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history.
9. Giving unwelcome personal gifts such as lingerie that suggests the desire for a romantic relationship.
10. Leering or staring at someone in a sexual way, such as staring at a person's breasts, buttocks, or groin.
11. A pattern of conduct, which can be subtle, that has sexual overtones and is intended to create or has the effect of creating discomfort and/or humiliation to another.
12. Inappropriate boundary invasions by a District employee or other adult member of the School District community into a student's personal space and personal life.
13. Sextortion
14. Verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex or sex-stereotyping that does not involve conduct of a sexual nature.

Rule 28 - Shakedown / Strong Arm / Extortion

A student shall not use force, threat, or deception to obtain money, articles of value, or other personal property of another person. A violation may result in a police referral.

Rule 29 - Theft

A student shall not attempt to act or act in taking or acquiring the property of others without their consent. A violation may result in a police referral.

Rule 30 - Unauthorized Bodily Contact (Levels 1, 2, 3)

Unauthorized bodily contact is prohibited. Level 1: Students are pushing, shoving, and grasping each other. Level 2: Students have a physical altercation but end it independently. This may be a police referral. Level 3: Students have a physical altercation requiring the intervention of bystanders/school personnel and/or the aggressor engaging in an unprovoked attack upon another student. For K-5 students, this may result in a police referral. For 6-12 students, this is a mandatory police referral.

Rule 31 - Use, Possession, Sale, or Distribution of Tobacco / Nicotine Products

Possession, use, or evidence of consumption (For example, smelling of the substance) of tobacco products in the school building, grounds, property, and at school functions is prohibited. This includes smokeless tobacco or inhalants, such as e-cigs/vapes.

Rule 32 - Use, Possession, Sale, or Distribution of Intoxicating Alcoholic Beverages

Possession, sale, use, concealment, transmission, or evidence of consumption (For example, smelling of the substance) of intoxicating beverages is prohibited. Attendance at school-sponsored activities when there is evidence of consumption of such a substance is also prohibited.

Rule 33 - Use, Possession, Sale, or Distribution of Illegal Drugs

Students are prohibited from the use, possession, concealment, or distribution of any drug or any drug-related paraphernalia as the term is defined by law or the misuse of a product containing a substance that can provide an intoxicating or mood-altering effect. A violation may result in a police referral.

Rule 34 - Use, Possession, Sale, or Distribution of Drugs Other Than Tobacco or Alcohol

Use, possession, sale, distribution, or evidence of consumption (For example, smelling of the substance) of any controlled drug other than prescription medication administered under the district's policies is prohibited. Possession, sale, use, concealment, transmission, or evidence of consumption of intoxicating substances is prohibited, including inhalants, drugs, counterfeit, or look-a-like drugs while on school property or in attendance at school-sponsored activities. This includes prohibiting any prescription drug or medication under school policy governing the possession of prescription medication on school grounds.

Rule 35 - Violation of the Athletic Code of Conduct

A student participating in extra-curricular activities shall not violate the rules and regulations of the Student Code of Conduct or the Athletic Code of Conduct or may face consequences.

Rule 36 - Weapons / Dangerous Instruments / Lookalikes

A student shall not bring to school, or threaten to bring, to any interscholastic competition or extracurricular event/activity on or off school property, or possess, handle, attempt to handle, transmit, or conceal an object capable of injuring himself or others. This includes but is not limited to knives, regardless of length, multi-tools, mace, taser, explosives, pyrotechnic devices of any kind, and other dangerous weapons or ordinances, including objects made, constructed, or altered so that to a reasonable person, the object appears to be a firearm. This may be a mandatory police referral.

Rule 37 - Wireless Communication Devices / Electronic Devices

Students may only use Wireless Communication Devices (WCD) before and after school, excluding all recording devices or recording functions on electronic devices. This means that no audio, video, or still picture recording is permitted without prior permission. Students are not allowed to carry their WCDs on them. Wireless Communication Devices must be stored in their locker. The use of wired headphones will be limited to school personnel discretion. Students are not permitted to use wireless headphones. Students are personally and solely responsible for the care and security of their personal and district-assigned wireless communication devices. The district assumes no responsibility for theft, loss, damage, or vandalism to WCDs brought onto its property or the unauthorized use of such devices. Law enforcement may be notified if the violation involves illegal activity.

Rule 38 - Trespass

A student shall not enter upon school grounds or premises of a school building to which the student is not assigned during school hours of that building. Additionally, a student already under suspension shall only enter the grounds or premises of the student's regularly assigned school building or any other school building with the express permission of the building administration.