

Smith County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Discipline Procedures Grades K-6 Student Code of Conduct	Descriptor Code: 6.313	Issued Date: 09/20/16
		Rescinds: 6.313	Issued: 06/17/14

1 The director of schools shall be responsible for the overall implementation and supervision of the
 2 Board’s Code of Behavior and Discipline and shall ensure that students at all schools are subject to a
 3 uniform and fair application of the Code.

4 The principal of each school shall be responsible for implementation and administration in his/her school
 5 and shall apply the Code uniformly and fairly to each student at the school without partiality and
 6 discrimination.

7 The Board delegates to the director of schools the responsibility of developing more specific codes of
 8 behavior and discipline which are appropriate for each level of school, namely, elementary, middle,
 9 junior high and senior high. The development of each code shall involve principals and faculty members
 10 of each level of school and shall be consistent with the content of the Board’s Code.

11 A copy of the Code shall be posted at each school and school counselors shall be supplied copies for
 12 discussion with students. The code shall be referenced in all school handbooks. All teachers,
 13 administrative staff and parents shall be provided copies of the Code.¹

14 Student offenses are in four categories. Most of these are listed below. Administrators are responsible
 15 for discipline and will classify any offense not listed below unless directed by the Board of Education.²

16 **CATEGORY I** - Offenses to be administered by the school that may result in, reprimand, loss of
 17 privilege, detention (where applicable), corporal punishment, time-out, or suspension due to severity of
 18 incident.

- 19 1. Refusing to do assigned work
- 20 2. Tardiness (class or school)
- 21 3. Refusing to participate in required school activities (wellness activities, reading instructions, etc.)
- 22 4. Minor violations of school or classroom rules
- 23 5. Conduct which disrupts the peace or good order of the school or the learning environment
 24 (impudence, profanity, disorderly conduct, and disregard for authority, etc.)
- 25 6. Inappropriate dress or appearance considered disruptive to the school
- 26 7. Unauthorized presence on another school campus

- 1 8. Loitering (no student should remain at school beyond last bus departure)
- 2 9. Disruptive public display of affection (kissing, hugging, holding hands, etc.) is inappropriate for
3 the school setting and is not acceptable in Smith County Schools. Such behavior will not be
4 tolerated. Therefore, Smith County will enforce a “hands off” policy.
- 5 10. Open food or drink in school without permission
- 6 11. Unauthorized use of copying machines, computer, phones, printers
- 7 12. Truancy
- 8 **CATEGORY II** - Offenses that may result in suspension. Any student suspended will not be allowed
9 to participate in any school function including field trips, athletic practices or contests, etc.
- 10 1st time Category II Offense - 3 days suspension or in-school suspension (where applicable) or corporal
11 punishment
- 12 2nd time Category II Offense - 5 days suspension or corporal punishment or in-school suspension (where
13 applicable)
- 14 3rd time Category II Offense - 10 days suspension
- 15 4th time Category II Offense - referral to Student Disciplinary Authority
- 16 1. Fighting (both parties, unless one was attacked for no apparent reason)
- 17 2. Use of foul or abusive language
- 18 3. Disrespect to teacher/staff/peer
- 19 4. Harassment (verbal or physical)
- 20 5. Assault (verbal or physical)
- 21 6. Use or possession of any incendiary device (lighter, matches, etc.)
- 22 7. Insubordination (not following the directive from a teacher, administrator, or other school system
23 employee)
- 24 8. Leaving school grounds or class without permission, including the lunch period
- 25 9. Repeated refusal to do assigned work
- 26 10. Chronic disruption
- 27 11. Failure to provide correct identity/address
- 28 12. Continued dishonesty (copying, cheating, forging signatures, lying)

- 1 13. Misuse/destruction of school property
- 2 14. Extortion
- 3 15. Sexual misconduct
- 4 16. Participation in a school disruption
- 5 17. Receipt, sale, possession or distribution of stolen property (reported to legal authorities)
- 6 18. Trespassing on school property
- 7 19. Prescription policy violation
- 8 20. Unauthorized possession or use of school keys
- 9 21. Gambling (pitching pennies, dice or other activities)
- 10 22. Computer hacking or tampering
- 11 23. Stealing (may be reported to police)
- 12 24. Conflicts between students or groups of students
- 13 25. Bullying, threatening, or intimidating behavior (as defined by Policy 6.304)
- 14 **CATEGORY III** - these offenses are subject to suspension up to a maximum of 20 days.
- 15 1. Possession of alcohol (mandatory 20-day suspension)
- 16 2. Possession/sale/distribution of drug paraphernalia (including rolling papers)
- 17 3. Pulling fire alarm or otherwise causing one to sound when no fire or smoke is visible
- 18 4. Indecent exposure
- 19 5. Possession or detonation of an incendiary or explosive material (firecracker or greater, as well as,
- 20 stink/smoke bomb, poppers, etc.)
- 21 6. Destruction of school property (full restitution will be expected)
- 22 7. Sexual harassment as defined by board policy
- 23 8. Inciting a school disruption (stopping normal proceeding in school)
- 24 9. Repeated violation of school rules
- 25 10. Verbal assault on a school employee

1 11. Operating a cellular device with video or picture taking capabilities in a locker room, classroom,
2 bathroom, or other location where such operation may violate the privacy right of another person.
3 Irrespective of the discipline procedures set forth below, violations of this paragraph shall be
4 considered a Category III offense pursuant to SCBOE Policy 6.3131 (Discipline Procedures
5 Grades 7-12. with a punishment of a 20 day out-of-school suspension.

6 13. Being present at school or a school sponsored event under the influence of a controlled substance
7 or any substance prohibited by Board policy

8 14. Use, possession, sale, and/or distribution of tobacco.

9 **CATEGORY IV** - There will be zero tolerance for the following offenses. These offenses will be
10 reported to the superintendent and to law enforcement officials.

11 1. Bomb threats

12 2. Malicious arson

13 3. Possession or distribution of illegal drugs or controlled substance, including marijuana

14 4. Possession and/or use of weapons (see board policy 6.309)

15 5. Assault on a school employee

16 6. Students who possess any non-prescribed intoxicating substance or drug. Such substances include,
17 but are not limited to, Posh, K2, Molly's Plant Food, Bath Salts, Mephodrone, or any type of
18 intoxicating substance. School discipline may include suspension for up to one calendar year.

19 7. Electronic threats (see board policy 6.309)

20 **PROCEDURES FOR VIOLATION OF STUDENT USE OF CELLULAR TELEPHONES AND**
21 **ELECTRONIC DEVICES**

22 *Examples of Electronic Devices but not limited to:*

23 Cell phones, Camera phones, PDAs, iPods, MP3 players, Discman, Beepers, Pagers, Gameboys, etc.

24 1. First Offense - Confiscate cellular phone and return only to parent, warning issued.

25 2. Second Offense - Two days after school detention or two days in-school suspension (ISS).

26 3. Third Offense - One day out-of-school suspension and subsequent offenses will result in one day
27 out-of-school suspensions per offense.

28 Principal may, at their discretion, follow Discipline Procedures for Grades 7-12 for repeat offenders

29 • All confiscated electronic devices must be picked up at the school by the parent

30 • The Smith County School System is not responsible for lost or stolen devices

1 **TENNESSEE LAW CONCERNING SUSPENSION**

2 The administration of Smith County Schools is authorized to carry out disciplinary and related
3 procedures necessary for the successful operation of the school under Tennessee Law concerning
4 suspension and disciplinary action. Tennessee law allows principals to suspend students for good and
5 sufficient reason upon satisfaction of due process.

6 In extreme circumstances the Alternative School may be used as a disciplinary measure for elementary
7 school students on a case by case basis with approval by the Director of Schools.

Legal References:

1. Student and Employee Safe Environment Act of 1996 ;
TCA 49-6-4101, et. al.
2. TCA 49-6-4102 - 4105