

DISCIPLINE

It is the purpose of the Evangeline Parish School Board to operate the schools in a manner that will provide an orderly process of education and that will provide for the welfare and safety of all pupils who attend these schools. The school's primary goal is to educate, not discipline; however, when the behavior of the individual pupil comes in conflict with rights of others, corrective actions may be necessary both for the benefit of that individual and the school as a whole.

Every teacher in the public school system shall endeavor to hold each pupil to a strict accountability for any disorderly conduct in school, or on the playgrounds of the school, on the street or while going to or returning from school, or during intermission or recess. To assist the teacher, the Board shall establish regulations for the use of disciplinary measures within the schools and continually monitor and appraise their usefulness. Discipline shall be administered uniformly, consistently, and in a nondiscriminatory manner.

Principals shall have both the authority and the duty to take disciplinary action whenever the behavior of any pupil(s) materially interferes with or substantially disrupts the maintenance of a proper atmosphere for learning within the classroom or other parts of the school. However, no pupil shall be disciplined in any manner by the School Board or school administrator, teacher, or other school employee for the use of force upon another person when it can be reasonably concluded that the use of such force more probably than not was committed solely for the purpose of preventing a forcible offense against the pupil or a forcible offense provided that the force used must be reasonable and apparently necessary to prevent such offense. A pupil who is the aggressor or who brings on a difficulty cannot claim the right stated above to defend himself/herself.

Each teacher may take disciplinary action to correct a pupil who disrupts normal classroom activities, who is disrespectful to a teacher, who willfully disobeys a teacher, who uses abusive or foul language directed at a teacher or another pupil, who violates school rules, or who interferes with an orderly education process. The disciplinary action taken by the teacher shall be in accordance with such regulations and procedures established by the Board.

STUDENT REMOVAL FROM CLASSROOM

A pupil may be immediately removed from a classroom by the teacher and placed in the custody of the principal or designee if the pupil's behavior prevents the orderly instruction of other pupils, poses an immediate threat to the safety of pupils or the teacher, when a pupil exhibits disrespectful or threatening behavior toward a teacher such as using foul or abusive language or gestures directed at or threatening a pupil or

teacher, when a pupil violates the school's code of conduct, or when a pupil exhibits other disruptive, dangerous, or unruly behavior, including inappropriate physical contact, inappropriate verbal conduct, sexual or other harassment, throwing objects, inciting other pupils to misbehave, or destroying property. The pupil should not be kept out of school past the suspension period imposed by the principal.

A student removed from the classroom shall be assigned school work missed and shall receive either partial or full credit for such work if it is completed satisfactorily and timely as determined by the principal or his/her designee, upon the recommendation of the student's teacher.

Any pupil removed from class in kindergarten through grade 6 shall not be permitted to return to class for at least thirty (30) minutes unless agreed to by the teacher. A pupil removed from class in grades 7 through 12 shall not be permitted to return to class during the same class period, unless agreed to by the teacher initiating the disciplinary action.

Whenever a teacher is struck by a pupil, the pupil, in addition to any other discipline given, shall be permanently removed from the teacher's classroom, unless the teacher objects, or unless the principal, with the concurrence of the building level committee, finds the striking incident to be entirely inadvertent.

Upon the pupil being removed from class and sent to the principal's office, the principal or designee shall conduct a counseling session with the pupil to discuss the particular misconduct. Once removed, the pupil shall not be readmitted to the classroom until the principal has implemented one of the following disciplinary measures:

- a. In-school suspension
- b. Detention
- c. Suspension
- d. Initiation of expulsion hearings
- e. Assignment to an alternative school
- f. Requiring the completion of all assigned school and homework which would have been assigned and completed by the pupil during the period of suspension.
- g. Any other disciplinary measure authorized by the principal with the concurrence of the teacher or building level committee.

Parental Notification

The principal or his/her designee shall provide oral or written notification to the parent or legal guardian of any student removed from the classroom. Such notification shall include a description of any disciplinary action taken.

When a pupil has been removed from a classroom, the teacher may require the parent, tutor, or legal guardian of the pupil to have a conference with the teacher in the presence of the principal or his or her designee before the pupil is readmitted. Upon the pupil's *third* removal from the same classroom, the teacher and principal shall discuss the pupil's disruptive behavior and contemplated disciplinary measures to be taken before the principal implements such measures. If appropriate, the principal may send a *Request for Assistance* form to the building level committee requesting review and assistance. In addition, a conference between the teacher or other appropriate school employee and the pupil's parent, tutor, or legal guardian shall be required prior to the pupil being readmitted. If the disruptive behavior persists, the teacher may request that the principal transfer the pupil into another setting.

PARENT CONFERENCES

In any case where a teacher, principal, or other school employee is authorized to **require** the parent, tutor, or legal guardian of a pupil to attend a conference or meeting regarding the pupil's behavior, and after notice, the parent, tutor, or legal guardian willfully refuses to attend, the principal, or his/her designee, shall file a complaint, in accordance with statutory provisions, with a court exercising juvenile jurisdiction. *Notice* of the conference, specifying the time and date of the conference, shall be given by contacting the parent, tutor, or legal guardian by telephone at the telephone number shown on the pupil's registration card or by sending a certified letter to the address shown on the pupil's registration card.

REPORTS TO PRINCIPAL

Any teacher or other school employee may report to the principal any pupil who acts in a disorderly manner or is in violation of school rules, or any misconduct or violation of school rules by a pupil who may or may not be known to the teacher or employee. Incidents of alleged discipline violations shall be reported on the *School Behavior Report/School Bus Behavior Report* form provided by the Louisiana Department of Education. The forms shall be submitted in accordance with procedures outlined by the School District, the Superintendent, and school system personnel. The principal shall review and act upon such information submitted, to determine if suspension or other disciplinary action is necessary.

Should the principal fail to act on any report of misconduct or school violation, he/she shall explain the reasons for doing so to the Superintendent or his/her designee and to the teacher or school employee reporting the violation.

DELINQUENT STUDENTS

Pupils who regularly disrupt the normal school environment shall be considered as delinquent, and may be reported by appropriate school personnel to the juvenile court.

Any pupil that exhibits disruptive behavior, an incorrigible attitude, or any other discipline problems in general may be recommended by the principal for expulsion, assignment to an appropriate alternative education program, or transfer to adult education if the pupil is:

1. Seventeen (17) years of age or older with less than five (5) units of credit toward graduation;
2. Eighteen (18) years of age or older with less than ten (10) units of credit toward graduation; or
3. Nineteen (19) years of age or older with less than fifteen (15) units of credit toward graduation.

RECUSAL OF ADMINISTRATOR IN DISCIPLINE MATTERS

Any school administrator or administrator's designee who is required to make a recommendation, decide an issue, or take action in a matter involving the discipline of a student shall recuse himself/herself whenever a member of the immediate family of the administrator or administrator's designee is involved in any manner in the discipline matter. In case of recusal, the action to be taken shall be done so by the Superintendent or an impartial designee of the Superintendent.

Immediate family means the individual's children, brothers, sisters, parents, and spouse and the children, brothers, sisters, and parents of the spouse.

DISCIPLINE OF STUDENTS WITH DISABILITIES

Discipline of students with disabilities shall be in accordance with applicable statutes or federal law and regulations.

DEFINITIONS

Suspension shall mean that student is temporarily prohibited from participating in his/her usual placement within school. This usually involves temporary removal from school.

In-school suspension shall mean (1) student is removed from his/her usual classroom placement to an alternative setting for a minimum of one complete school day, and (2) No interruption of services occurs. (An *alternative setting* may be located on or off the school site, provided that the student continues to receive instructional services and remains under the supervision of school personnel or their designees.)

Detention shall mean activities, assignments, or work held before the normal school

day, after the normal school day, or on weekends. Failure or refusal by a pupil to participate in assigned detention shall subject the pupil to immediate suspension. Assignments, activities, or work which may be assigned during detention include, but are not limited to, counseling, homework assignments, behavior modification program, or other activities aimed at improving the self-esteem of the pupil.

In-school expulsion shall mean (1) Student is temporarily removed from his/her usual classroom placement to an alternative setting for a period of time specified by the Office of Child Welfare and Attendance, and (2) No interruption of instructional services occurs. (An *alternative setting* may be located on or off the school site, provided that the student continues to receive instructional services and remains under the supervision of school personnel of their designees.)

Expulsion shall mean the removal of a student from school for at least one school semester.

Exclusion shall mean the removal of a pupil from a specific school with reassignment to another appropriate educational environment that addresses the student's educational needs without loss of instructional time.

Revised: September, 2009

Ref: 42 USCA 12112 et seq. (*Equal Opportunity for Individuals with Disabilities*); La. Rev. Stat. Ann. §§17:223, 17:224, 17:233, 17:239, 17:252, 17:416, 17:416.1); *Regulations for Implementation of the Exceptional Children's Act*, Bulletin 1706, Louisiana Department of Education; Board minutes, 10-21-09.