



Code of Conduct

Mission Statement:

The mission of the Midlands Science, Technology, Engineering, and Mathematics (STEM) Institute is to produce academically and physically fit STEM proficient students.

Principles of Discipline:

Midlands STEM Institute (MSI) Public Charter School founders, governing board, administration, and staff believe that a safe and healthy school environment supports each student's potential for learning. It is the responsibility of the school board, administration, staff, students, and community to ensure the principles of discipline and to commit to the responsibilities and behaviors that support the environment of safety and health – an environment that is conducive to learning.

The principles of discipline for MSI PUBLIC Charter School begin with the development of

Core Beliefs:

- A. All children can learn.
- B. Each child is an individual with a unique set of needs, ambitions, experience levels and learning styles.
- C. A stable system of support is essential to learning.
- D. Quality education is directly related to the quality of relationships between educators, students, and parents.
- E. Students must strive for quality, not only in academics, but in all aspects of life.
- F. Quality is best obtained by gathering assessment data and using that data to drive clear decisions.
- G. The effective use of technology can be a powerful tool to enhance and individualize the educational experience.
- H. Schools must be communities of learning that require the meaningful involvement of local community and social service agencies in the lives of families.
- I. Financial stability is essential for the accomplishment of the school's mission and long-term viability.

The rules and regulations contained in this document were developed to keep the students safe, and maintain order to ensure successful academic and social development. These rules and regulations apply to students in all settings related to school including:

- While on School Property
- While attending school related functions (field trips, internships, school sponsored events, festivals and celebrations, and includes the time during the event regardless is if the event is hosted on-site or off-site, as well as during transportation to and from the event or function)
- During transportation to and from school
- At school bus or transportation designated stops/locations
- While aboard any vehicle designated as a school transportation vehicle during transport to school sanctioned events or functions

Definitions:

Parents: refers to the parent, legal guardian, or any person or entity that is responsible for the student

Board: refers to the governing board of the MSI PUBLIC Charter School

Administrator: refers to the Executive Director, and/or the designee of the Executive Director

School: refers to MSI PUBLIC Charter School – a tuition-free Public charter school governed by the MSI PUBLIC Charter School governing board – a distinct and legally separate entity, sponsored by the Charter Institute at Erskine.

Student's Rights and Responsibilities

Student Rights:

- To pursue a successful education in a safe environment without disruption
- To receive fair and equitable treatment without discrimination in every aspect of the educational system
- To be given the opportunity to be heard, as well as, have witnesses and/or an advocate speak on one's behalf

- To discuss educational concerns with teachers and other school staff
- To be informed of student responsibilities, rights, and discipline policies
- To be treated respectfully and as an individual
- To expect learning to be relevant to life
- To equitably participate in courses and co-curricular activities that promotes individual skills and talents
- To resolve problems and issues while providing dignity for all.

Student Responsibilities:

- To become productive citizens
- To respect the personal, civil, and property rights of others
- To dress appropriately and develop a sense of responsibility for personal choices
- To attend school regularly, arrive on time, and bring materials
- To follow discipline guidelines adopted by the School, which includes the bus (if applicable), as well as, one's school and class
- To comply with any staff member's reasonable request to obey school and bus (if applicable) rules.

Parents Rights and Responsibilities

Parents Rights:

- To receive fair and respectful treatment
- To expect and safe learning environment for their child(ren)
- To visit the school according to school policy
- To view their students records in accordance to school policy
- To routinely receive updates on their student's academic and overall progress

- To request and be granted conferences with school personnel

Parents Responsibilities:

- To comply with South Carolina laws related to compulsory attendance
- To ensure their child(ren) arrive at school on time and leave school in accordance with school dismissal policies and procedure
- To participate in parent events
- Support student sponsored activities
- Treat the administration and all school staff with respect
- To conduct themselves in a respectful and courteous manner when attending school events, on school property, interacting with school personnel, and interacting with other parents during school events or on school property
- To collaborate with school staff to support their children's success in academic and social pursuits
- To celebrate their child(ren)'s success in school
- To complete all school paperwork including updated personal contact information, medical information, and emergency notification contact information
- To respond quickly to any notification or contact from the school

School Personnel Rights and Responsibilities

School Personnel Rights:

- To be treated with dignity, courtesy and respect
- To work in a positive atmosphere conducive to learning and teaching
- To be present at student/parent conferences
- To be involved in the decision-making process for the school
- To have a safe working environment

- To be provided with resources necessary to carry out responsibilities including professional development, professional guidance, materials, and training

School Personnel Responsibilities:

- To participate with parents, community, and staff in school decisions
- To accept shared responsibility for control and discipline of students
- To respect the rights, dignity, and confidentiality of students, parents, guardians, and other staff
- To be proactive toward resolving issues
- To establish an environment that supports the school mission and core values
- To inform and consult parents in assessing the needs and progress of students
- To be responsive to student needs
- To provide learning for students in an equitable manner
- To act in a courteous and responsible manner in all school-related activities
- To be fair, equitable, and consistent in all interactions
- To dress in a professional manner conducive to the learning process and the academic plan for students

Support of the Holistic Child

MSI PUBLIC Charter School was developed based on the need for a tuition-free, comprehensive STEM school, health and fitness needs of students, and parental choice.

Code of Conduct

Level 3 Offenses:

All Level 3 Offenses are Zero Tolerance Behaviors that constitute safety violations and/or criminal misconduct. In all cases, the Executive Director, designee, may impose suspension and/or expulsion procedures. Serious incidents will be reported to the appropriate law enforcement agency to determine other legal steps if appropriate. Any student may be subject to permanent expulsion for violation of a Level 3 Offense. Note: A student with a disability or handicap may not be suspended for more than (10) cumulative school days in a year. A student may not disrupt or interfere with the operation of school or any transportation vehicle.

Level 3 Offenses include but are not limited to:

- Bomb Threats
- Arson or Attempted Arson
- Unauthorized activation of a fire alarm
- Participation in an act of mob or gang violence
- Hazing
- Extortion
- Burglary
- Bullying (e.g., threats using coercion against family/friends, overt verbal or physical threats of aggression)
- Terroristic Threats or Activity
- Weapons Violations (e.g. possession of a weapon including knife, guns, or any other item that can be used while fighting or could cause undo harm to another person, concealment of a weapon, brandishing a weapon, or threatening the use of a weapon whether or not that weapon is possessed)
- Drug Violations (e.g. possession of, use of, or intent to distribute drugs (including but not limited to: marijuana, crack, heroin, cocaine,

methamphetamine, hallucinogenic, alcohol, illegal or controlled substances)

- Physical Assault (A student may not intentionally, maliciously or recklessly cause or attempt to cause bodily injury to any employee of the school, visitor, or other student while under the jurisdiction of the school authority)
- Sexual Assault (A student may not direct any sexual act against another person forcibly or against that person's will (e.g. rape, any unwanted sexual contact)
- Firearm or Bomb (A student may not possess, handle, transport any firearm or any device that contains combustible material and/or a fuse, detonator or timer of any kind whether assembled.

Penalty for Level 3 Offenses include Expulsion for the remainder of the school year up to and including 365 calendar days. In cases where the student's presence on campus (or in school provided transportation when applicable) creates a disruption to the educational process, or violation of other weapons, drug and alcohol, or sexual misconduct has occurred, the Executive Director will enact suspension procedures, or suspend the student until referral to appropriate law enforcement officials can be conducted.

Level 2 Offenses:

Violations of Level 2 Offenses the Executive Director, designee MAY suspend the student for not more than (10) days out of school (and/or when appropriate off of school vehicles), and MAY ALSO refer the student to the Hearing Officer for expulsion procedures and to the appropriate law enforcement agency to determine if other legal steps are appropriate. At the discretion of the Executive Director, one of the following sanctions/penalties may be imposed:

- Written warning and return to school (and/or when appropriate – riding school transportation vehicles)
- Probation contraction and return to school
- Suspension either in or out of school
- Expulsion

Level 2 Offenses include, but are not limited to:

- Other Weapons Violations (e.g. students may not handle, possess, or give to someone else any object or a reasonable replica of, or could be thought of as a weapon – razor blade, bullets, box cutter, utility or multipurpose tool (Swiss Army Knife), firecrackers, brass or metal knuckles, etc)
- Vandalism/Theft – A student may not willfully nor maliciously damage, steal, or destroy the property belonging to another, including school or private property
- Threats – A student may not make a threat to do bodily harm to another person, members of his family, or damage to his personal property
- Inappropriate Language/Gestures – A student may not use inappropriate language including, but not limited to cursing and/or gestures that are socially rude and/or disrespectful
- Other Unlawful Activities – A student may not disrupt, either intentionally or unintentionally, the orderly operation of the school by his involvement in any unlawful activities (e.g. possessing or selling look-alike drugs, distribution of unauthorized materials, possession of drug paraphernalia, possession or distribution of obscene materials, bullying, etc)
- Fighting – A student may not engage in the exchange of mutual, physical contact, with or without injury
- Sexual Misconduct – As student may not engage in sexual behavior including: consensual intercourse, sexual harassment, groping or indecent exposure.
- Trespassing – No student may enter or access school property outside of school hours or during sanctioned school events without prior written approval from the Executive Director or the Executive Director's designee. A student may not present on school property while suspended or expelled.
- Habitual Disregard of School Rules – Repeated occurrences of not following school rules regardless of efforts to correct such behavior
- Possession of Gang-Related or Other Inappropriate Materials – A student may not possess, distribute, wear/display any written material or

inappropriate material that may affect the orderly operation of the school, or endanger the safety of any student, employee, or any visitor to the school

The Executive Director may append (upgrade) any Level II Offense to a Level 3 Offense. In these cases, a parent/guardian will be notified in writing of the expulsion procedures and the student's due process rights.

Level One Offenses:

Level One Offense violations are handled by the Executive Director or the Executive Director's designee and include, but are not limited to:

- Horseplay (not resulting in bodily injury)
- Refusal to Obey (e.g. basic school rules, dress code, unprepared, etc)
- Disrespectful and/or Inappropriate Remarks/Gestures (e.g. name calling, mocking, teasing, taunting, cursing, etc)
- Class Cutting or Excessive Tardiness
- Unauthorized Cell Phone Use during School Day and/or School Activities
- Use/Possession of Tobacco Products/Paraphernalia
- Disruption of Class/School Activity/Function
- Profanity
- Possession of Unauthorized Electronic Devices
- Cheating
- Unauthorized or Misuse of Internet or School Technology

At the Executive Director's discretion, a Level One Offense may be appended (upgraded) to a Level 2 Offense and the student may be suspended. The Executive Director will recommend a School Intervention Team to consider solutions and options in dealing with a student or student's behavior. The Executive Director may determine that a student is ineligible to participate in school functions, outside school sanctioned activities, access to privileges in school, or limit student program as deemed appropriate by the Executive Director and the school intervention team.

Progressive Discipline Plan for MSI PUBLIC Charter School

Progressive discipline of student is the increase of disciplinary consequences that range from the least to most severe penalties. All students should be issued consequences in a progressive manner. Continued disregard for school rules is a key factor in the issuance of consequences. Disciplinary action is also commensurate to the severity of the offense.

- Prior to a Required Parent Conference, the Executive Director or the Executive Director's designee may impose any of the following in school consequences/interventions: lunch detention, after school detention, Saturday detention, referral to guidance counselor or social worker, peer mediation, school behavior contract, loss of privilege to participate in school functions or activities
- Administrator Conference – student/administrator, parent/administrator or parent/student/administrator conference will take place
- Parents will receive written notification of all in-school consequences, suspensions, and expulsion referrals
- In School Suspension MAY be used in lieu of out-of-school suspension when applicable
- Suspensions may be assigned at the discretion of the Executive Director or Executive Director's designee, for a minimum of (1) day and a maximum of (10) days, in accordance with the progressive discipline plan
- Recommendations for expulsion require formal due process procedures
- Law enforcement official must be contacted when the administration believes a crime has been committed

- For special education students, IEP behavior plans and modifications must follow all state, Federal, and IDEA laws.

School Suspension Policies

A student who is determined to have engaged in misbehavior that violates Level 2 Offenses or the Executive Director (or designee) determines that a violation of a Level 1 Offense rises to the consequence level, may be suspended according to the Progressive Discipline Plan. A student who is suspended out-of-school cannot attend school during daytime or at night, cannot participate at any school facility or activity, and cannot participate in extracurricular activities.

If the Executive Director (or designee) sees or is advised of any major student misbehavior and concludes that the student should immediately be removed from school to restore order or to protect others, the Executive Director may summarily suspend the students up to (2) days.

The Executive Director may take immediate action with or without investigation. Immediately following the action, and by no longer than 1 full school day, the Executive Director should investigate the matter and determine what, if any, additional suspension days (not to exceed a total of ten) or additional consequence actions are appropriate. Parents will be notified of the Executive Director's decision. If the Executive Director determines that the student should not have been suspended, arrangements will be made for the student to make up any work missed while on suspension. The Executive Director will also immediately remove any reference to the suspension from the student's record.

Due Process for Suspension:

Informal Hearing Procedure-The Executive Director must attempt to inform the student personally of the charge(s). The student is given an explanation of the evidence. The Executive Director has the authority to decide whether the explanation should identify a witness. The student is given reasonable opportunity to state his/her position and offer an explanation.

Decision of Facts – After weighing all evidence, the Executive Director determines if the charge is supported by the evidence and the appropriate

disciplinary action is taken in accordance with the School Code of Conduct and the Executive Director's professional judgment.

General Suspension Procedures:

Effective Time of Suspension – suspension becomes effective after the informal suspension hearing and notification of the parent/or at the end of the school day.

Notification of Suspension – the Executive Director or designee will attempt to contact the parent to inform them of the student's suspension via phone.

A letter of suspension is presented to the student and either hand-delivered or mailed to the parent, advising them of the date of and specific reasons for suspension; the appeal procedures' the length of the suspension; the time and location of a parent/administrator or parent/student/administrator conference. The conference should be held not more than two days after the suspension start, and whenever possible should be completed prior to the student's return to school.

Homework during Suspension – To ensure the continuation of learning, suspended students is expected to complete school work. Students who are suspended will be given assignments during the period of the suspension and will work with their assigned mentor to ensure the completion of all schoolwork. Student work not completed within five (5) days of the suspension will be recorded as zero (0) in the grade book. It is responsibility of the student to submit all assignments to his/her teachers upon returning to school following a suspension.

Note: The suspended student is not permitted on school property, at school sanctioned functions or activities without prior written permission of the Executive Director.

Appeal Procedure

Request for Suspension Appeal – If the parent, after a conference with the Executive Director, believes the student's suspension was unjustified, an appeal of the suspension may be made to Executive Director. To request an appeal,

the parents must write a letter to the Executive Director within (3) calendar days after the conference. All out-of-school suspension under 5 days may not be appealed. There is NO appeal beyond the school level for detentions, in-school suspensions, or lesser consequences.

Expulsion Procedures

A student may not be suspended for more than a total of 30 school days in one school year, and special needs students with an IEP may not be suspended for more than 10 school days in one year. The Executive Director may not suspend a student from school during the last 10 days of the school year if the suspension would result in a loss of course credit or if the student is a threat to the class or school.

Expulsion is the most severe punishment a school may use. In certain cases, the Board may permanently expel a student. For example, a student who is determined to have brought a firearm to school, as defined in Section §59-63-235 of South Carolina's Code of Laws, shall be expelled for a period of not less than one calendar year (365 days). Expelled students may not enroll in or attend any educational program operated by the Charter Institute at Erskine or any Public charter school.

If the Executive Director investigates a report of student misbehavior as outlined in the School Code of Conduct and decides to recommend expulsion, the Executive Director should:

1. Suspend the student for not more than 10 days and in accordance with the Progressive Discipline Plan
2. Notify parents of the recommendation for expulsion.
3. Schedule an expulsion hearing with the Hearing Officer.

4. Inform the student facing expulsion that he/she may not attend classes, is not permitted on school property, nor participate in any school functions or activities during the period of time that the Executive Director determines is appropriate for disciplinary action (the student is prohibited from using school transportation if applicable during this period of time).

Conditions for Expulsion

1. A student may not receive course credit for the semester and/or year in which the expulsion occurs.
2. The school board may determine that an expelled student may not be readmitted after the period of expulsion and for subsequent school years (see permanent expulsion policies).
3. A student with a disabling condition may be expelled for engaging in conduct that would warrant such an action for a non-disabled student if the misconduct is not related to the disabling condition. The student, however, shall continue to receive an appropriate part of his special education program in an alternative setting.

Note: Student's who have been expelled from another District, including an alternative education program, are not eligible to attend MSI PUBLIC Charter School.

Students Returning or Entering School from the Department of Juvenile Justice –

All students returning or entering the school from the Department of Juvenile Justice (or any comparable correctional facility) must report to the Executive Director for appropriate placement. After reviewing the student's records and conferring with the appropriate staff, the Executive Director will either allow the student to enter MSI PUBLIC Charter School or deny the student admission to the school. Student's reinstated or enrolled from the Juvenile Justice system are "conditional" pending receipt of all official student records and placement is under a 1 year "probation" requiring a student contract.

Appeal Process:

The decision of the Executive Director may not be appealed to the school board.

Permanent Expulsion Policy

The school board may permanently expel any incorrigible student. The word “incorrigible” is given the broadest possible meaning and is not limited to violent behavior. The incorrigible misbehavior need not be a continual pattern of activity, because one serious offense which threatens the safety and general order of the school, its students, and the school personnel is sufficient.

Examples of incorrigible misbehavior include, but are not limited to:

- Carrying a loaded or an unloaded gun
- Dealing drugs
- Committing a sexual assault on the school premises, or at a school function or activity
- Assault on an employee of the school
- Severely or mortally wounding another student, employee, or visitor of the school

Due process proceedings will be provided for the student in determining if the misconduct has occurred (as in accordance with procedures for expulsion, and the ultimate administrative decision regarding permanent expulsion will lie with the school board. (S.C. Codes Ann. §59-63-240; §59-63-210)

Discipline of Students with Disabilities

Students who have been identified either by their previous school/school district or by MSI PUBLIC Charter School as handicapped or disabled are not exempt from the rules regarding misbehavior as outlined in this document. However, all disciplinary action involving these students will be addressed in accordance with state and federal laws.

Note: Students protected under the Individuals with Disabilities Education Act (IDEA) are referred to as “disabled,” and student protected under Section 504 of the Vocational Rehabilitation Act of 1973 are referred to as “handicapped.”

Suspension –

Once a formal Individual Education Plan (IEP) for special education or an Individual Accommodation Plan (IAP) for Section 504 is written, a student with a

disability or handicap may not be suspended for more than 10 cumulative school days in a school year. This is considered a change in placement and may occur only when the appropriate procedures are followed. In such cases, the special education IEP team of the School Intervention Team (SIT) will determine appropriate behavioral interventions, consider the appropriateness of the student's educational placement and assess the need for possible revisions to the IEP, Behavioral Intervention Plan (BIP, or the IAP.

Expulsion –

A student with a disability or handicap under Section 504 shall not be expelled unless an IEP or school-based team of professionals who have knowledge of the student and the handicapping condition meets to first determine that the behavior is not a manifestation of the student's handicap. In such cases, if an expulsion sanction is imposed, the school is obligated to provide an educational program for the student with disabilities in an interim alternative setting. The school is not obligated to provide services in an alternative program for Section 504 students.

If the IEP team or the school-based team determines that the misbehavior IS RELATED to the handicap, the student will not be expelled. The case will be referred to the school's SIT to address the student's needs, which could include possible placement in an alternative school or program.

Attendance and Truancy

Attendance

The mentor, social worker or guidance counselor, and administration will work with the student to develop a personal plan and schedule within the parameters of the school program. When a student and/or the family fail to do their part in complying with the personal plan (e.g. truancy or unexcused absences) the family and student demonstrate a disregard for the mission and vision of the school. Truancy and Attendance violations are considered a serious violation of the school's rules.

School is open for regular session. The administration works directly with students and their families to make case-by-case evaluations regarding the customization of learning programs to address social needs such as job or childcare conflicts that impact the start time or finish time of a learning day for a particular student. As such, it is a mandatory requirement and expectation that each student is expected to attend all scheduled classes and activities every day he/she is present at school, except when excused. A student who reports

to school, but fails to attend all scheduled classes and activities, except when excused by an authorized school official is subject to discipline under Level 1 Offenses of the Code of Conduct for “class cutting.”

Absences –

A student who is absent from school without the permission of his/her parents or guardian, or when required, without the approval of the Executive Director, is considered unexcused and truant and is in violation of South Carolina Compulsory School Attendance Laws.

Note: South Carolina Compulsory School Attendance Laws applies to students aged 5 through 17.

Truancy Petitions –

When a student has three unexcused absence in a row or a total of 5 unexcused absences at any point in the school year, the student is truant by law and the administration is mandated to:

1. Notify the parents in writing, and require the parents to report to the school and complete an Attendance Intervention Plan. Failure of the parents to comply with the notice to report to school will result in the parent being notified by certified mail that a petition is being filed with Fairfield County Family Court.
2. The petition must be completed by the Executive Director (including signature) and notarized (requires that a copy of the student's Attendance Intervention Plan, discipline records, grades, attendance information, and staff affidavits. The Office of the Solicitor of the Fifth Judicial Circuit Court is sent the original petition with all attachments and 3 additional copies of the entire file.
3. The school will work with the court system to ensure compliance with any court orders to attend school. Should a student and his/her parent violate a court order to attend school the school administration will file appropriate forms and affidavits with the Solicitor's Office including charges of contempt of court.

Selections from S.C. Code of Laws

1. §16-3-612. A student who commits an assault and battery, other than one that is aggravated, on school grounds or at a school-sponsored event against any person affiliated with the school in an official capacity including, but not limited to, administrators, teachers, faculty, substitute teachers, teachers' assistants, student teachers, custodial staff, food service staff, volunteers, law enforcement officers, school bus drivers, school crossing guards, or other regularly assigned

school-contracted persons is guilty of assault and battery of a school personnel which is a misdemeanor and, upon conviction, must be fined not more than one thousand dollars, or imprisoned not more than one year, or both.

2. §16-3-1040. It is unlawful for any person to knowingly and willfully deliver or convey to a Public official or to a teacher or Executive Director of an elementary or secondary school any letter or paper, writing, print, missive, document, electronic communication or any verbal communication which contains any threat to take the life of or to inflict bodily harm upon the Public official, teacher, or Executive Director, or members of their immediate families. (Felony: up to 5 years)

3. §16-7-170. Entering a Public school for the purpose of destroying records or in fact destroying or damaging records is a misdemeanor. A person convicted of this shall be fined no more than \$5,000.

4. §16-11-550. Anyone threatening to kill, injure or intimidate an individual or damage or destroy property by means of explosive or incendiary aids, agrees with, conspires with shall be guilty of a felony. If convicted, a person may be jailed from 1 to 10 years.

5. §16-17-420. Disturbing schools is a misdemeanor. A person convicted of this shall pay a fine of \$100 to \$1,000, or imprisoned in jail for 30- 90 days.

6. §16-23-430. Carrying weapons on school property is a misdemeanor. A person convicted of this shall be fined \$100 or sentenced to 30 days in jail.

7. §18-844. Whoever through the use of mail, telephone, telegraph, or other instrument of commerce, willfully makes a threat, or maliciously conveys false information knowing the same to be false, concerning an attempt or alleged attempt being made, or to be made to kill, injure, or intimidate any individual or unlawfully to damage or destroy a building, vehicle, or other real or personal property by means of fire or an explosive shall be imprisoned for not more than five (5) years or fined not more than \$5,000 or both (e.g. bomb threats).

8. §20-7-370. It is unlawful for anyone under 21 to purchase or possess beer, wine, or fermented beverages. This is a misdemeanor and carries a fine of \$25 to \$100, plus court costs.

Glossary

ARSON - By means of fire, cause harm to property or any person or participate in or enable the burning of property of any person.

BATTERY - Use of excessive force causing bodily harm to another person.
(Level 3)

BOMB THREAT- Reporting to school, police, or fire officials the presence of a bomb on or near school property without reasonable belief that a bomb is present on school property.

BULLYING - Bullying is defined as a gesture, electronic communication, or a written, verbal, physical or sexual act that is reasonably perceived to have the effect of: 1) harming a student physically or emotionally or damaging a student's property, or placing a student in reasonable fear or personal harm or property damage; or 2) insulting or demeaning a student or group of students causing substantial disruption in, or substantial interference with the orderly operation of school. Bullying may also be referred to as harassment or intimidation.

BURGLARY- an unauthorized entry into a building that involves a theft.

CONFERENCE - A meeting which may involve the student, parent, counselor, and support, transportation or administrative personnel.

DETENTION- Keeping a student before or after regular school hours for a reasonable time or detaining a student during school hours, such as lunch time.

DRESS CODE - A student will maintain personal attire and grooming standards that promote safety, health, and acceptable standards of social conduct, and are not disruptive to the educational environment. Examples include but are not limited to gang colors, bandanas or gang clothing, to include student clothing that materially and substantially disrupts classes or other school activities.

DRUG PARAPHERNALIA - Any instrument, device, article or contrivance used, designed for use, or intended for use in ingesting, smoking, administering, or preparing marijuana, hashish, crack or cocaine.

ELECTRONIC DEVICES -A student who uses a paging device will have the device confiscated. The student's parent/legal guardian may pick up the confiscated device from the school following the first offense. The parent/legal guardian may pick up the paging device for a second and/or all other offenses at the end of the school year. All confiscated paging devices will be maintained at the school site until they are returned. Schools will not be responsible for lost, stolen or damaged paging devices.

EXPLOSIVES - Substances that burst forth, usually with a great deal of noise, such as fireworks, firecrackers, cherry bombs, etc. No one will possess, handle, transmit, conceal, nor use any explosive device or substance that can be used as an explosive.

EXPULSION - The temporary (eleven to 180 school days) or permanent revocation of a student's right to attend Public schools.

EXTORTION - Forcing another to act against his will; taking property from a person by force or threat of force.

FELONY- A crime, such as rape, murder, or burglary, considered more serious than a misdemeanor and punishable by a stronger sentence.

FIGHTING - The exchange of mutual, physical contact, with or without injury. Without clear and convincing evidence that a participant attempted to avoid the confrontation, all parties will be disciplined.

GANG-RELATED BEHAVIOR - Participation in any activity that serves to advertise or promote gang activity, including (but not limited to) wearing and displaying jewelry, clothing, signs, or other indications of a gang.

INDIVIDUAL ACCOMMODATION PLAN - Refers to a federally-mandated plan of strategies or accommodations that is written by a school-based team of educators to address adjustments that are needed in the regular classroom

setting to meet the instructional needs of a student with an identified Section 504 handicapping condition.

IN-SCHOOL SUSPENSION - To remove a student from his regular class schedule for a designated time; student is under adult supervision in a specific room within the building.

LITTERING - Throwing or scattering debris in improper locations.

MANIFESTATION REVIEW - A meeting to determine whether a child's misconduct is a manifestation of his handicap or disability.

MULTI-DISCIPLINARY COMMITTEE - A school-based team that determines whether a student's misbehavior is related to his handicap or disability.

OUT-OF-SCHOOL SUSPENSION - A student may not attend school or school-sponsored activities for a period of up to ten days and is not permitted to ride a school bus or participate in extracurricular activities during this time.

PROBATION CONTRACT - A behavioral contract developed by and monitored through the Hearing Officer that outlines the terms under which a student facing, or reinstated from, expulsion is allowed to return to school.

REPLICA GUN - A device which appears to be an operable firearm and is presented as being a real gun, but lacks the ability to expel a projectile. Replica guns do not include obvious toy weapons.

RESTITUTION - Repair or replacement of property, or to pay a reasonable cost of repair or replacement.

SECTION 504 - Refers to any individual under this 1973 federal law who has a physical or mental impairment which substantially limits one or more of such person's major life activities, has a record of such impairment, or is regarded as having such impairment. (An example might include a medical diagnosis of Attention Deficit Disorder).

SEXUAL HARASSMENT - Unwelcome sexual advances, requests for sexual favors, sexually motivated contact or other verbal or physical conduct or communication of a sexual nature. May include, but is not limited to: subtle pressure for sexual activity, inappropriate patting or pinching, intentional brushing against another's body.

STUDENT INTERVENTION TEAM - A school-based team consisting of at least two teachers, a counselor, an administrator, a social worker and/or school psychologist that convene to discuss issues (and make recommendations) related to a student.

THEFT - Taking property belonging to an individual or the school without permission, such as removing items from another's book bag or locker.

TRESPASSING - Entering any school facility or onto school property/bus without proper authority, including any school entry during a period of suspension or expulsion. (Level 2 Offense)

UNRULY - A student whose behavior is hard to manage and control.

VANDALISM - Intentionally or recklessly causing damage to or defacing school or property of others, or such action causing disruption to the educational process and/or school activities.

WEAPON -Any device intended to cause injury or bodily harm; any device used in a threatening manner that could cause bodily harm or injury, or any device that is primarily used for self-protection because of its potential to cause bodily harm or injury. Weapons include, but are not limited to, any type of knife, any type of firearm, any type of replica or look-alike firearm, BB guns, chains, razors, clubs, mace or other chemicals or gas, etc.

ZERO TOLERANCE -Behaviors that constitute safety violations and/or criminal conduct and punishable by a referral to the Executive Director with a recommendation for expulsion.

**MSI Public Charter School
Code of Conduct Student and Parent Acknowledgment of Receipt
and Agreement to Comply Form**

Dear Parent(s):

MSI Public Charter School requires all students and parents/guardians receive a copy of the school Code of Conduct and provide a signed Code of Conduct Acknowledgment of Receipt and Agreement to Comply Form as a part of the completed student enrollment package.

Please read and discuss with your child the rules and regulations set forth in the Code of Conduct document. When you have done so, sign this form and return it to your school. Your signature and that of your child acknowledges receipt of this handbook and that you understand and consent to the responsibilities outlined in it.

The signature of the teacher acknowledges that he/she has reviewed and discussed the contents with your child. This form will be kept on file at the school.

(Complete this form and return to the school with the student enrollment packet)

I have received and read the ABC Charter School Code of Conduct.

(Print) Name of Student _____

Grade _____

Signature of Parent/Guardian _____ Date _____

Signature of Student _____ Date _____

Signature of Teacher _____ Date _____

