



## **EAST DETROIT PUBLIC SCHOOLS SECONDARY DISCIPLINE POINT SYSTEM**

The purpose of the discipline point system is to:

1. Improve the educational environment for students, teachers, parents and staff.
2. Inform students and parents of rules and policies.
3. Record discipline violations in a systematic way.
4. Predetermine disposition for violations, when possible.

Parents and students must be aware of school board policy and procedures concerning acceptable and unacceptable behavior in our schools. Progressive discipline is based upon the belief that an individual does not have the right to infringe upon the rights of others. Also, all people concerned with the school have the responsibility of creating a positive environment within the building on school property, or at any school event.

The vehicle used to implement the discipline system is a point system. All points will be assessed by a building administrator or designee. The student shall have the right of due process, including both a fair and impartial hearing on the merits and notice of the following:

1. The type of conduct which will subject the student to disciplinary action.
2. Notice of the specific rule violation by the student and the nature of evidence supporting the infraction.
3. Notice of the date of hearing sufficiently in advance to permit preparation of the defense where removal of more than ten (10) days is involved.
4. Notice of the student's procedural rights at the disciplinary hearing.

The policy applies to the entire academic year, grades 7-12, and is to be the behavior code for our students at school and at all school sponsored events.

OFFENSE	POINTS PER OCCURRENCE		
	1 <sup>ST</sup>	2 <sup>ND</sup>	3 <sup>RD</sup> or more
Alcohol or other drugs – Sale or Transfer	***	***	***
Alcohol or other drugs – use, possession, alcoholic beverages, other behavior altering substance. Also applies to look-alike drugs, or look-alike beverages such as non-alcohol beer.	15*	15*	15*
Arson	***	***	***
Assault	***	***	***
Assault on staff, school employee or volunteer	***	***	***
Banned items, including inappropriate use of electronic devices, etc.	1	2	3
Bomb threats, false fire alarms, 911 calls	15*	15*	15*
Breach of security	3	4	5
Bullying including but not limited to electronic/written	4	5	6
Bus/bus stop violation- see bus/bus stop offenses	-	-	-
Cell phone violation-see cell phone offenses	2	4	6
Computer trespassing	2	3	5
Detention – missing an assigned day/time	1	2	3
Disorderly Conduct – to and from school - see disorderly conduct offenses	10	10	10
Disrespectful behavior (which includes disrespectful behavior towards public officials)	2	2	2
Dress code violation	1	2	3
Drug paraphernalia	3	4	5
Extortion/physical threats for favor or money	5	5	5
Falsification (non-academic issues)	2	3	4
Fighting	15	**	***
Gambling	3	4	5
ID badge violation	1	1	1
Incite unsafe condition	6	9	12
Insubordination and/or interfering with the learning process	4	6	6
Harassment: including but not limited to racial, religious, sexual	4	5	6
Loitering/Trespassing	2	3	4
Misconduct/Classroom disruption	2	2	2
Physical aggression	3	3	3
Pornography (Distribution)	3	5	5
Pornography (Possession)	2	3	4
Profanity	1	2	3
Profanity and vulgarity and/or lewd behavior and/or language directed at a school employee	4	4	5
Public display of affection	1	2	3
Skipping a class/hour(s)	1	1	1

OFFENSE	POINTS PER OCCURRENCE		
	1 <sup>ST</sup>	2 <sup>ND</sup>	3 <sup>RD</sup> or more
Skipping school (entire day)	2	3	4
Theft and/or possession of property not belonging to student, less than \$20.00	3	4	5
Theft and/or possession of property not belonging to student, greater than \$20.00	6	6	6
Serious threat or implied threat to school employee or their property	****	****	****
Serious threat or implied threat to do bodily harm, either verbal, non-verbal, or electronically, regarding another student	6	6	*****
Tobacco use	3	4	5
Tobacco product possession	3	3	3
Unauthorized sale of items (other than drugs)	1	1	1
Vandalism or destruction of property less than \$50.00 & restitution	2	3	4
Vandalism or destruction of property greater than \$50.00 & restitution	5	5	5
Weapons possession <small>(see note)</small>	15*	15*	15*

\* Requires a written report to the parent and an appearance before the Superintendent of Schools.

\*\* Automatic thirty (30) school day suspension if the second offense occurs within the same school year or the following school year, (grades 7–12).

\*\*\* Automatic one hundred eighty (180) school day suspension if the third offense occurs within the same school year or the following school year, (grades 7–12).

\*\*\*\* Automatic suspension from school pending a long term/expulsion hearing before the East Detroit Board of Education.

\*\*\*\*\* Should circumstances warrant, the Board of Education may impose additional sanctions on the perpetrator, particularly if a failure to do so would jeopardize the health and safety of staff and students. At no time, however, shall a student's right to due process be abridged or denied.

■ Offenses not specifically listed may also result in points being assessed as per the discretion of the building principal including but not limited to behavior requiring police intervention.

Note: A weapon includes but not limited to conventional objects like guns, knives, mace/pepper spray or club-type implements. It may also include any toy that is presented as a real weapon or reacted to as a real weapon or an object converted from its original use to an object used to threaten or injure another. This includes but is not limited to padlocks, pen, pencils, furniture, jewelry, and so on. Criminal charges may be filed for this violation. Possession of weapon will subject a student to an automatic 180 school day suspension and/or permanent expulsion. It will make no difference whether or not the weapon belongs to someone else unless the student can provide convincing evidence that the weapon was placed in the student's possession without his/her knowledge. If it can be confirmed that a weapon belonged to a student other than the

one who possessed the weapon that student shall also be subject to the same disciplinary action. No student is permitted to have in his/her possession any instrument exclusive of school-related supplies, which may be capable of inflicting bodily injury, either in the school building, on school grounds or at school sponsored activities.

Parent/Guardian contact will be made informing...

- A. At all levels, a notice will be sent home and/or a phone contact will be made informing parents or guardians of violations of this behavior code. Parental conferences may also be necessary at various times during the year to help modify behavior.
- B. Whenever deemed appropriate, counselors/social workers, outside agencies and law enforcement officials may be brought into the process.
- C. Any points assessed during the final two weeks of school will be held over to the following school year on the individual's point record.

**The Levels of Dispositions are as follows:**

<b>One Point</b>	Warning and possible after-school detention.
<b>Two Points</b>	After school detention.
<b>Three to Five Points</b>	One full day Out-Of-School Suspension.
<b>Six to Nine Points</b>	Three Full Days Out-Of-School Suspension. At nine points, a parental conference may be required. A referral to a counselor may be made before the student returns to school.
<b>Ten Points</b>	Five Full Days Out-Of-School Suspension or Three Full Days In-School Suspension* if available. Student and parent shall be required to meet with a counselor or school administrator in order for the student to return to school.
<b>Eleven Points</b>	Seven Full Days Out-Of-School Suspension or Four Full Days In-School Suspension* if available. Student and parent shall be required to meet with a counselor in order for the student to return to school.
<b>Twelve to Fourteen Points</b>	Nine Full Days Out-Of-School Suspension or Five Full Days In-School Suspension* if available; a letter will be sent to the parent/guardian regarding student's status. Student and parent shall be required to meet with a counselor prior to the student's return to school.
<b>Fifteen Points</b>	Immediate Out-of-School Suspension for 15 school days. During the fifteen (15) day out-of-school suspension, the student may be offered after-school tutoring instruction twice a week after school. The student may also be required to attend classes for one hour. The student may also be

required to attend classes during a six-week period in the summer in order to be promoted to the next grade. Upon return to school from a 15 day suspension, the student will begin with zero (0) points. The student and parent shall be required to meet with a counselor prior to the student's return to school. The second accumulation of fifteen (15) points during the school year will result in an automatic 30 school day suspension. Upon return to school from a 30 day suspension, the student will begin with zero (0) points. The third accumulation of fifteen (15) points during the school year will result in an automatic 180 school day suspension. Upon return to school from a 180 day suspension, the student will begin with zero (0) points.

\*Students who are repeat offenders of the same infraction are not eligible for the in-house suspension option.

- Suspension days are defined as days when classes are in session.

If a student is suspended with six (6) or more points, a parent/guardian must pick up the student or make arrangements for the student to be picked up within two hours after being notified by administration. If a student is not picked up within two hours, police notification may take place.

### **Suspension Appeal Process**

Suspension of ten (10) days or less may not be appealed. However, suspensions for more than ten (10) school days may be appealed in writing to the principal within two (2) school days of the parents' receipt of the written suspension notice. The written appeal must contain the reason(s) that the suspension is being appealed.

The student may be reinstated during the appeal process unless it is determined that the student's attendance would jeopardize the safety of the student or of others.

Upon review, the principal may uphold the suspension, establish an alternative suspension of lesser severity, or reverse the suspension in its entirety. The review may include, but not be limited to, a meeting with the parents if, in the principal's opinion, this is appropriate.

The principal will reach the decision and inform the parents in writing within ten (10) school days after the receipt of the written request.

The decision of the principal may be appealed in writing to the Superintendent within two (2) school days of the parents' receipt of the decision.

Appeals to the Superintendent must be for one of the following reasons:

- A) Incident of which the student is being disciplined did not actually occur.
- B) The incident did occur. However, the punishment administered was inconsistent with the policy.

The Superintendent will arrange to meet with both the student and parents within ten (10) school days after the receipt of the written appeal. During the appeal hearing, the parents and student are entitled to produce evidence, which substantiates their claim. The Superintendent will render a written decision within five (5) school days following the hearing.

### **Point Roll Backs**

1. If a student has no disciplinary referrals/action for one calendar month, the student's point total will be reduced by three (3) points by action of the building administrator.
2. Upon returning from the fifteen (15) day out-of-school suspension, the student will begin with zero (0) points
3. Upon returning from the thirty (30) day out-of-school suspension, the student will begin with zero (0) points
4. Upon returning from a one hundred eighty (180) day out-of-school suspension, the student will begin with zero (0) points.
5. Students will begin a new school year with zero (0) points, unless points were assessed during the final two weeks of the previous school year. Any points assessed during these final two weeks will be held over to the following school year on the individual's point record.
6. Students who achieve fifteen (15) points during the last two weeks of school will return from suspension with five (5) points.
7. Points may be rolled back, upon administrative approval, if a student voluntarily engages in community service directly involved with the East Detroit Public Schools. Credit will be given at a rate of one (1) point for every ten (10) hours of successful service.

### **Cell Phone Offenses**

Students may be in possession of cell phones during the school day\*. Cell phones must be powered off and kept out of sight during the school day. Students may not use cell phones inside of a school building at any time. Students who violate this policy may be subject to the following:

**Occurrence 1:** Two (2) points assessed, cell phone, confiscated and returned only to the parent/guardian

**Occurrence 2:** Four (4) points assessed, cell phone, confiscated and returned only to the parent/guardian

**Occurrence 3:  
or more** Six (6) points assessed, cell phone declared contraband, confiscated and returned only to the parent/guardian at *the end the school year.* \*\*

\*School day is defined as the time a student arrives to school and then exits the school at the end of the day. In the event that a student is attending/participating in an extra curricular school event or field trip, the school day is defined as the time a student arrives at the school building or facility until the event or field trip has ended and the student has exited the building or school facility.

\*\*Phone(s) will NOT be returned *prior* to the close of the last school day at the end of the school year. Parents/guardians have one week, after school is dismissed for the summer, to retrieve student phones. Any phone(s) not picked up during that week will be donated to charity.

- In the event that a student violates this policy while in possession of a phone not belonging to him/her, they would be held to the appropriate consequences as listed above while the parent/guardian whose child owns the phone would have to claim the phone through the appropriate administrator.

### **Disorderly Conduct Offenses**

Students must conduct themselves at all times in a manner consistent with the goals and values of the East Detroit Public Schools as well as the community at large. Students should recognize that when they go to and from school or participate in school activities in the community or beyond, they are representatives of the school and must conduct themselves in a manner that reflects well on the institution. Students who engage in misbehavior while off campus should expect that the school will take the appropriate disciplinary action.

Students must refrain from rude and offensive behavior including, but not limited to, fighting, profanity, loitering, insensitive remarks or gestures, and behavior that represents a lack of respect for others in the community.

Students are expected to go directly home at the end of the school day or school-sponsored event. Anything deemed as disorderly conduct migrating to and from school or at a school sponsored event will be subject to disciplinary action.

### **Bus/Bus Stop Offenses**

#### Bus/Bus Stop Minor Offenses

- Disrespectful Behavior
- Falsification
- Loitering/Trespassing
- Misconduct/Disruption
- Pornography
- Profanity (not directed at a school employee)
- Public Display of Affection
- Unauthorized Sale of Items
- Vandalism/Destruction of Property (less than \$50)

- 1<sup>st</sup> Occurrence: Warning
- 2<sup>nd</sup> Occurrence: 1 Day Bus Suspension
- 3<sup>rd</sup> Occurrence: 3 Day Bus Suspension
- 4<sup>th</sup> Occurrence: 5 Day Bus Suspension
- 5<sup>th</sup> Occurrence: Bus Suspension for Remainder of the Year

If a student has no bus/bus stop disciplinary referrals/actions for one calendar month, the student's level of disposition will roll back to the previous occurrence level.

### Bus/Bus Stop Major Offenses

All other infractions, including but not limited to possession of weapons, use of alcohol or drugs, physical aggression and fighting will be considered major bus/bus Stop Offenses.

Points will be assessed in accordance with the Discipline Point System.

### **Extra Curricular Clubs/Activities**

Participating in school-sponsored clubs or attending school-sponsored activities such as dances, events etc. are a privilege and not a right. Students who achieve ten (10) or more discipline points during the school year will be excluded from all extra curricular clubs and/or activities until their point total is less than ten (10) discipline points.

### **Special Needs Students**

School officials may suspend a disabled student (as identified by IDEIA 2004) for up to ten (10) consecutive days without implementing procedural safeguards. However, a suspension in excess of ten (10) consecutive school days constitutes a "change in placement" for which procedural safeguards must be implemented.

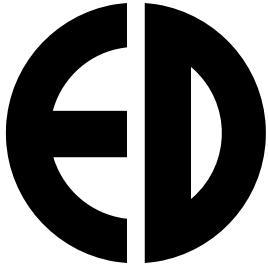
Before implementing a suspension of a disabled student for more than ten (10) consecutive school days, the school district must provide due process protection given non-disabled students, and must take the following steps:

- 1) Notify the student's parent or guardian in writing of proposed change in placement; and,
- 2) Convene an MDR/IEPT to determine:
  - a) Did the disability cause, or have a direct and substantial relationship to, the misconduct?
  - b) Did the District's failure to implement the IEP cause the misconduct?
- 3) If the answers to both questions are NO, a suspension of more than ten (10) days may be imposed. However, the school district is still responsible for providing special education services during the course of the long-term suspension and an IEPT must be convened to determine what the special education services will be provided.



- 4) At the completion of the student's first MDR of the school year, a student's total points *may* be rolled back to zero (0) points.

At any stage, the parent always has the right to appeal a decision made as part of the IEPT process. In the event of an appeal, the school district must operate under the "stay put" policy allowing the student to remain in the present program. *The District will follow IDEIA 2004 mandates.*



**EAST DETROIT PUBLIC SCHOOLS  
STUDENT CODE OF CONDUCT  
DISCIPLINE POINT SYSTEM  
2011 – 2012**

**PARENT/STUDENT ACKNOWLEDGEMENT FORM**

I have read and understand the East Detroit Public Schools Secondary Discipline Point System and agree to adhere to this policy.

***Print*** Student Name: \_\_\_\_\_

Student  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***Print*** Parent Name: \_\_\_\_\_

Parent  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**THIS FORM MUST BE SIGNED AND RETURNED TO THE  
SCHOOL OFFICE UPON ENROLLMENT OR DURING  
SUMMER REGISTRATION/SCHEDULE DISTRIBUTION.**