

General Brown CSD Code of Conduct 2022-23

Table of Contents

I.	Introduction and Definitions	2 - 5
II.	Rights and Responsibilities of all stakeholders.....	6 - 9
III.	Standards of Conduct/Prohibited Conduct.....	10 - 14
IV.	Dignity for All Students Act.....	14 - 15
V.	Range of Disciplinary Measures.....	15 - 16
VI.	Provisions for Removal of Students.....	16 - 18
VII.	Procedures for Suspension of Students.....	18 - 20
VIII.	Remedial Responses.....	21
IX.	Searches and Investigations.....	21 - 24
X.	Surveillance Notification.....	24

Introduction:

- General Brown Central School District is committed to providing a safe and orderly environment for its students, personnel, parents/guardians and visitors (Board Policy 3210), without disruption or interference. The District's Board of Education expects all its students, personnel, parents/guardians and visitors to conduct themselves in an appropriate and civil manner, with proper regard for the rights and welfare of others, and for the care of facilities and equipment. These expectations are based on the principles of civility, mutual respect, citizenship, character, tolerance, honesty and integrity. Responsible behavior by students, personnel, parents/guardians and visitors is essential to achieving success with this commitment.
- The Board recognizes the need to be clear and specific in expressing its expectations for conduct while on General Brown CSD Property or engaged in a District Function. The rules of conduct listed herein are intended to promote responsible behavior and to focus on safety and respect for the rights and property of others. To this end, the Board adopts this Code of Conduct ("Code").
- Unless otherwise indicated, this Code applies to all students, personnel, parents/guardians and visitors when on District Property or attending a District Function.
- General Brown CSD may initiate disciplinary action against any students, personnel, parents/guardians and visitors, as appropriate, consistent with the Code herein. In addition, the District reserves its right to pursue all available civil or criminal legal action against any person violating the Code.

Definitions: for the purposes of this code, the following definitions apply:

"Bullying" is a form of harassment that consists of inappropriate behavior including, but not limited to: threats of intimidation of others, treating others cruelly, terrorizing, coercing, stalking, or habitual put-downs and/or badgering of others, whether done directly, indirectly, face-to-face or remotely through electronic communication (i.e., "cyber-bullying"). Bullying, real or perceived, may be premeditated or a sudden activity. Bullying may be subtle or easy to identify, done by one person or a group. Bullying may be a single act or a series of occurrences.

There are at least three kinds of bullying: verbal, physical and social/relational.

Verbal bullying includes, but is not limited to, name-calling, insulting remarks, verbal teasing, frightening phone calls, violent threats, extortion, taunting, gossip, spreading rumors, racist slurs, threatening electronic communications ("cyberbullying"), anonymous notes, etc.

Physical bullying includes, but is not limited to, poking, slapping, hitting, tripping or causing a fall, choking, kicking, punching, biting, pinching, scratching, spitting, twisting arms or legs, damaging clothes and personal property, or threatening gestures.

Social or relational bullying includes, but is not limited to, excluding someone from a group, isolating, shunning, spreading rumors or gossiping, arranging public humiliation, undermining relationships, teasing about clothing, looks, giving dirty looks, aggressive stares, etc.

Bullying may also involve the following characteristics:

- Power imbalance - occurs when a bully uses his/her physical or social power over a target.
- Intent to harm - the bully seeks to inflict physical or emotional harm and/or takes pleasure in this activity.

- Threat of further aggression - the bully and the target believe the bullying will continue.
- Terror - when any bullying increases, it becomes a systematic violence or harassment used to intimidate and maintain dominance.

Bullying may also be based on any characteristic including but not limited to a person's actual or perceived race, color, weight, national origin, ethnic origin, ethnic group, religion, religious practices, disability, sex, sexual orientation, or gender (including gender identity and expression).

"Cyber-bullying" is a form of bullying which occurs via electronic communication on the Internet, on cellular phones or other electronic media. Cyber-bullying includes, but is not limited to, the following misuses of technology: harassing, teasing, intimidating, threatening, or terrorizing another student or staff member by way of any technological tool, such as sending or posting inappropriate or derogatory e-mail messages, instant messages, text messages, digital pictures or images, or website postings (including blogs), sending mean, vulgar, or threatening messages or images; posting sensitive, private information about another person; pretending to be someone else in order to make that person look bad.

Cyber-bullying or harassment has or could have the effect of:

- Causing physical, social/relational, emotional or mental harm to a student;
- Placing a student in reasonable fear of physical, emotional or mental harm;
- Placing a student in reasonable fear of damage to or loss of personal property;
- Interfering with a student's educational performance and/or denying or limiting a student's ability to participate in or to receive benefits, services or opportunities in the school's programs.

Cyber-bullying involving District students may occur both on campus and off-school grounds and may involve student use of the District Internet system or student use of personal digital devices including but not limited to: cell phones, digital cameras, personal computers, electronic tools.

Cyber-bullying that occurs off-campus, which causes or threatens to cause a material or substantial disruption in the school, could result in formal discipline by school officials. Such conduct could also be subject to appropriate disciplinary action in accordance with the District Code of Conduct and possible referral to local law enforcement authorities.

"Disability" means (a) a physical, mental or medical impairment resulting from anatomical, physiological, genetic or neurological conditions which prevents the exercise of a normal bodily function or is demonstrable by medically accepted clinical or laboratory diagnostic techniques or (b) a record of such an impairment or (c) a condition regarded by others as such an impairment.

"Discrimination" is the act of denying rights, benefits, justice, equitable treatment or access to facilities available to all others, to an individual or group of people because of the group, class or category to which that person belongs (as listed under Harassment as defined below).

"Disruptive student" means an elementary or secondary student under the age of 21 who is substantially disruptive of the educational process or substantially interferes with the teacher's authority over the classroom

“Employee” means any person receiving compensation from a school district or employee of a contracted service provider or worker placed within the school under a public assistance employment program for the provision of services to such district, its students or employees, directly or through contract, whereby such services performed by such person involve direct student contact.

“Gender” means actual or perceived sex and includes a person’s gender identity or expression.

- Gender identity is one’s self-conception as being male or female, as distinguished from actual biological sex or sex assigned at birth.
- Gender expression is the manner in which a person represents or expresses gender to others, often through behavior, clothing, hairstyles, activities, voice or mannerisms.

“Harassment” is the creation of a hostile environment by conduct or by verbal threats, intimidation or abuse that has or would have the effect of unreasonably and substantially interfering with a student’s educational performance, opportunities or benefits, or mental, emotional or physical well-being; or conduct, verbal threats, intimidation or abuse that reasonably causes or would reasonably be expected to cause a student to fear for his or her physical safety. The harassing behavior may be based on any characteristic, including but not limited to a person’s actual or perceived:

- race
- color
- weight
- national origin
- ethnic group
- religion
- religious practice
- disability
- sex
- sexual orientation
- gender (including gender identity and expression)

Specifically, harassment can include any verbal, written or physical conduct which offends, denigrates, or belittles any individual because of any of the characteristics described above. Such conduct includes, but is not limited to derogatory remarks, jokes, demeaning comments or behaviors, slurs, mimicking, name calling, graffiti, innuendo, gestures, physical contact, stalking, threatening, bullying, extorting, etc.

“Hazing” is a form of harassment among students defined as any humiliating or dangerous activity expected of a student to join a group or be accepted by a formal or informal group, regardless of their willingness to participate. Hazing produces public humiliation, physical or emotional discomfort, bodily injury or public ridicule or creates a situation where public humiliation, physical or emotional discomfort, bodily injury or public ridicule is likely to occur.

Hazing behaviors include, but are not limited to, the following general categories:

- Humiliation: socially offensive, isolating or uncooperative behaviors.
- Substance abuse: abuse of tobacco, alcohol or illegal/legal drugs.
- Dangerous hazing: hurtful, aggressive, destructive, and disruptive behaviors.

“Parent” means parent, guardian or person in parental relation to a student.

“Retaliation” means when any member of the school community retaliates against any person who reports alleged harassment or against any person who testifies, assists or participates in an investigation, proceeding or hearing relating to such harassment. It is possible that an alleged harasser may be found to have retaliated even if the underlying complaint of harassment is not found to be a violation of this code of conduct. Retaliation includes, but is not limited to any form of intimidation, reprisal or harassment and may be redressed through application of the same reporting, investigation, and enforcement procedures as for harassment.

“School Bus” means every motor vehicle owned by a public or governmental agency or private school and operated for the transportation of pupils, children of pupils, teachers and other persons acting in a supervisory capacity, to or from school or school activities, or, privately owned and operated for compensation for the transportation of pupils, children of pupils, teachers and other persons acting in a supervisory capacity to or from school or school activities.

“School property” means in or within any building, structure, athletic playing field, playground, parking lot or land contained within the real property boundary line of a public elementary or secondary school, or in or on a school bus or district owned vehicle or in any location or facility rented/leased or otherwise under the direction and control of school personnel.

“School function” means any school-sponsored event or activity including extracurricular events and activities.

“Sexual Orientation” means actual or perceived heterosexuality, homosexuality, or bisexuality.

“Weapon”

- a firearm, including, but not limited to, a rifle, shotgun, pistol, handgun, silencer, electronic dart gun, stun gun, machine gun, air gun, spring gun, BB gun, or paintball gun;
- a switchblade knife, gravity knife, pilum ballistic knife, cane sword, dagger, stiletto, dirk, razor, box cutter, metal knuckle knife, utility knife, or any other dangerous knife;
- a baton, billy-club, blackjack, bludgeon, chuka stick, metal knuckles, sand bag or sand club;
- a slingshot or slungshot;
- a martial arts instrument, including, but not limited to, any ranged, projectile, and/or melee weapon;
- an explosive, including, but not limited to, a firecracker or other fireworks;
- a deadly or dangerous chemical, including, but not limited to, a strong acid or base, mace, or pepper spray;
- an imitation gun;
- loaded or blank cartridges or other ammunition;
- any other deadly or dangerous instrument.

Students Rights and Responsibilities

Introduction

The Board is committed to safeguarding the rights given to all students under State and Federal Law. General Brown's aim is to provide an environment of mutual respect, where a student's rights and freedoms are recognized, and to provide opportunities which stimulate and challenge the student's interests and abilities. In addition to these rights, students are equally responsible to behave in an appropriate, civil and respectful manner regarding their interactions and communications amongst themselves, other students, teachers, administrators, other employees, and visitors.

Student Rights

Students have a right to:

- A free public school education as provided by law, which offers the opportunity for student inquiry and development.
- Be in a safe and supportive learning environment, free from discrimination, harassment, bullying, and bigotry, and to file a complaint if they feel that they are subject to this behavior
- Receive courtesy and respect from others regardless of actual or perceived age, race, creed, color, gender, gender identity, gender expression, religion, national origin, citizenship/immigration status, weight, sexual orientation, physical and/or emotional condition, disability, marital status and political beliefs.
- Receive professional instruction, from a staff that exhibits a positive role model.
- Receive guidance, counseling and advice for personal, social, educational, career and vocational development.
- Access school rules and, when necessary, receive an explanation of those rules from school personnel. Be provided a summary of the Code at the beginning of the school year or upon admission to the District.

Student Responsibilities

Responsible behavior by each student is the only way in which the rights set forth in this document can be preserved. A failure to behave responsibly may lead, in accordance with the Code, to disciplinary measures.

Students have a responsibility to:

- Attend school regularly and punctually and make every effort to achieve in all areas of their education. Be prepared for class with appropriate materials and properly maintain textbooks and other school equipment.
- Help maintain a school environment free of weapons, illegal drugs, controlled substances and alcohol. Behave in a manner that contributes to a safe learning environment and which does not violate other students' right to learn.
- Share information with school officials regarding matters which may endanger the health and welfare of members of the school community.
- Respect the dignity and equality of others and refrain from conduct which denies or impinges on the rights of others. Show respect for school property and respect the property of others, both private and public.
- Be polite, courteous and respectful toward others regardless of actual or perceived age, race, creed, color, gender, gender identity, gender expression, religion, national origin, weight, citizenship/immigration status, sexual orientation, physical and/or emotional condition, disability, marital status and political beliefs, and refrain from making slurs based on these criteria.

- Behave in a polite, truthful and cooperative manner toward students and staff. Use non confrontational methods to resolve conflicts.
- Refrain from obscene and defamatory communication in speech, writing and other modes of expression, including electronic expression, in a manner which does not interfere with others rights and the educational process.
- Provide leadership to encourage fellow students to follow established school policies and practices.
- Keep parents informed of school-related matters, including progress in school, social and educational events, and ensure that parents receive communications that are provided by school staff to students for transmission to their parents.
- Be familiar with the District Code and abide by school and program rules and regulations.

All parents/guardians are expected to:

- Recognize that the education of their child(ren) is a joint responsibility of the parent(s) / guardian(s) and the school community.
- Send their child(ren) to school ready to participate and learn.
- Ensure their child(ren) attends school regularly and on time.
- Ensure absences are legal.
- Insist their child(ren) be dressed and groomed in a manner consistent with the student dress code.
- Help their child(ren) understand that in a democratic society appropriate rules are required to maintain a safe, orderly environment
- Know school rules and help their child(ren) understand them.
- Convey to their child(ren) a supportive attitude toward education and the district.
- Help their child(ren) deal effectively with peer pressure.
- Inform school officials of changes in the home situation that may affect student conduct or performance.
- Provide a place for study and ensure homework assignments are completed.

All district teachers are expected to:

- Maintain a climate of mutual respect and dignity, regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex, which will strengthen students' self-concept and promote confidence to learn.
- Confront issues of discrimination and harassment or any situation that threatens the emotional or physical health or safety of any student, school employee or any person who is lawfully on school property or at a school function. Address personal biases that may prevent equal treatment of all students in the school or classroom setting.
- Report incidents of discrimination and harassment that are witnessed or otherwise brought to a teacher's attention in a timely manner.
- Be prepared to teach.
- Demonstrate interest in teaching and concern for student achievement.
- Know school policies and rules, and enforce them in a fair and consistent manner.
- Communicate to students and parent(s) / guardian(s):
- Course objectives and requirements
- Marking / grading procedures
- Assignment deadlines
- Expectations for students
- Classroom discipline plan

All district administrators are expected to:

- Promote a safe, orderly and stimulating school environment, which supports active teaching and learning.
- Ensure that students and staff have the opportunity to communicate regularly with the principal and approach the principal to resolve grievances.
- Evaluate all instructional programs on a regular basis.
- Support the development of and student participation in appropriate extracurricular activities.
- Be responsible for enforcing the Code of Conduct and ensuring that all cases are resolved in a fair, consistent, and timely manner.
- Maintain a climate of mutual respect and dignity, regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex, which will strengthen students' self-concept and promote confidence to learn.
- Confront issues of discrimination and harassment or any situation that threatens the emotional or physical health or safety of any student, school employee or any person who is lawfully on school property or at a school function.
- Address personal biases that may prevent equal treatment of all students in the school or classroom setting.
- Report incidents of discrimination and harassment that are witnessed or otherwise brought to a principal's attention in a timely manner.

The Superintendent of Schools is expected to:

- Promote a safe, orderly and stimulating school environment, which supports active teaching and learning.
- Review with district administrators the policies of the Board of Education and state and federal laws relating to school operations and management.
- Inform the Board of Education about educational trends relating to student discipline.
- Work with district administrators in enforcing the Code of Conduct and ensuring that all cases are resolved in a fair, consistent, and timely manner.
- Maintain a climate of mutual respect and dignity, regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex, which will strengthen students' self-concept and promote confidence to learn.
- Confront issues of discrimination and harassment or any situation that threatens the emotional or physical health or safety of any student, school employee or any person who is lawfully on school property or at a school function.
- Address personal biases that may prevent equal treatment of all students in the school or classroom setting.
- Report incidents of discrimination and harassment that are witnessed or otherwise brought to a principal's attention in a timely manner.

All members of the General Brown School Board are expected to:

- Collaborate with students, teachers, administrators, parent/guardian organizations, school safety personnel and other school personnel to develop a Code of Conduct that clearly defines expectations for the conduct of students, district personnel, and visitors on school property and at school functions.
- Adopt and review at least once a year the District's Code of Conduct to evaluate the Code's effectiveness and the fairness and consistency of its implementation.
- Maintain a climate of mutual respect and dignity, regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex, which will strengthen students' self-concept and promote confidence to learn.

It shall be the responsibility of all district students, of any age, to:

- Be familiar with and abide by all district policies, rules, and regulations pertaining to student conduct.
- Work to the best of his/her ability in all academic and extracurricular pursuits and strive toward the highest level of achievement possible.
- Conduct him/herself, when participating in or attending school-sponsored extracurricular events, as a representative of the district and as such hold him/herself to the highest standards of conduct, demeanor, and sportsmanship, and accept responsibility for his/her actions.
- Seek help in solving problems that might lead to disciplinary procedures.
- Contribute to the maintenance of an environment that is conducive to learning and to show due respect to other persons and property.
- Bring information regarding threats to the health and safety of others to the attention of school officials.

The Board of Education assures district students that they have all the rights afforded them by federal laws, state laws and local laws. Students are expected to comply with these same laws.

The District's aim is to provide an environment in which a student's rights and freedoms are respected and to provide opportunities which stimulate and challenge the student's interests and abilities to his or her highest potential. These opportunities will be available as long as the student pursues these interests and studies in an appropriate manner and does not infringe upon the rights of others. In order to preserve these rights, means such as video cameras will be utilized on school grounds to supervise students' activities.

It shall be the right of each district student:

- To have a safe, healthy, orderly and courteous school environment;
- To take part in all district activities on an equal basis regardless of race, color, weight, national origin, ethnic origin, ethnic group, religion, religious practices, disability, sex, sexual orientation, or gender (including gender identity and expression);
- To attend school and participate in school programs unless suspended from instruction and participation for legally sufficient cause as determined in accordance with due process of law;
- To have school rules available for review, and whenever necessary, an explanation by school personnel;
- To be suspended from instruction only after his or her rights pursuant to Education Law Section 3214 have been observed;
- In all disciplinary matters, to have the opportunity to present his or her version of the facts and circumstances leading to imposition of disciplinary sanctions to the professional staff member imposing such sanctions.
- It is the policy of the General Brown Central School District that students be free from all forms of discrimination and harassment, including but not limited to sexual harassment, by employees or students on school property or school functions. Any complaint of alleged harassment should be made through the building principal or assistant principal. If the alleged harassment involves a building administrator, the complaint should be filed with the Superintendent.

Standards of Conduct/Prohibited Conduct

Students' conduct shall be considered appropriate if they are in compliance with all provisions of the Code of Conduct. Students should treat teachers, school administrators, other school personnel, fellow students and visitors on school property and school vehicles and at school functions, in a civil and respectful manner at all times.

The board recognizes the need to make its expectations for student conduct while on school property or engaged in a school function specific and clear. The following conduct shall be deemed inappropriate and unacceptable on school grounds, in school vehicles, and at school functions:

1. a. Fighting and/or injuring any person by an act or use of force for the purpose of causing injury to any person;
- b. Harassment, bullying, cyberbullying, hazing, discrimination, retaliation or intimidation to any student (as such terms may be defined by this Code).
2. Threatening injury to persons or property, threatening disruption of lawfully authorized activities, or any other threat (i.e. bomb threat);
3. Physically restraining or detaining any other person, and removing such person from any place where he/she is authorized to remain, except that students may be restrained as permitted under Board Policy 7350, Corporal Punishment/Emergency Interventions;
4. Destroying, damaging, or defacing property of the General Brown District or the property of any individual;
5. Entering designated prohibited or danger areas (unless under the direction of any staff member) including, but not limited to:
 - a. electrical switching or transmission equipment,
 - b. gasoline storage,
 - c. telephone switchboards,
 - d. computer network,
 - e. roof,
 - f. utility and storage rooms,
 - g. fuel storage;
 - h. unauthorized use or misuse of any school property;
 - i. rooms not supervised by a staff member;
6. Stealing or possession of stolen property;
7. Inappropriate public displays of affection;
8. Possessing and/or wearing obscene material;
9. Engaging in disorderly conduct (i.e. horseplay, running in halls, unreasonable and/or excessive noise including car stereos that interrupt classroom activities and/or General Brown business, etc.);
10. Deliberately disrupting or preventing the peaceful and orderly conduct of instruction and other activities authorized by General Brown;
11. Refusing any reasonable direction of any school official, faculty, or staff member in charge of a particular area or event;
12. Refusing to leave any buildings or facility after being directed to do so by an authorized administrative officer, member of the faculty, or staff member;
13. Violating traffic or parking regulations of the General Brown School District;
14. Violating the emergency procedures/regulations of the General Brown School District in case of fire, natural disaster, civil disturbance, or any training for dealing with such emergencies;
15. Entering into any private office of an administrative officer, member of the faculty, or staff member, without permission;
16. Entering upon or remaining on school property unless engaged in an activity authorized by the school official in charge of an area or event;

17. Willfully inciting others to commit any acts herein prohibited with specific intent to incite them to do so;
18. Smoking, possessing, the distribution of, or using chewing tobacco or similar tobacco products, nicotine, e-cigarettes, vaping on school property is prohibited. (Board Policy 7320);
19. Possessing, under the influence and/or distributing contraband which is defined to include drugs, alcohol, knives, rifles, shotguns, pistols, revolvers and other firearms or weapons of any sort, or any other object of substance deemed illegal by the penal law;
20. Possessing, under the influence of and/or distributing any look-a-like firearm or dangerous weapon and/or any look-a-like drugs (including but not limited to synthetic cannabinoids);
21. The distribution of any medication (prescription or non-prescription) by any student or faculty member (other than the school nurse or authorized school official) to a student;
22. The possession of any medication (prescription or non-prescription) by a student without the written permission of the parent(s)/guardian(s) and written order by the prescribing physician;
23. Use, possess, manufacture, sell, distribute or be under the influence of alcohol or other substances, or use or possess drug paraphernalia on school property or during a school event (see Alcohol, Tobacco, and Other Substances Board Policy 7320);
24. Falsely reporting an incident;
25. Cheating on class work or exams to include using unauthorized electronic devices during State and local assessments; plagiarism
26. Gambling;
27. Vandalism; skateboarding;
28. Truancy;
29. School vehicle misbehavior
 - a. Not staying seated;
 - b. Throwing things;
 - c. Distracting the driver;
 - d. Disembarking without permission;
 - e. Causing distraction with electronic devices; and
 - f. Smoking, using chewing tobacco or similar tobacco products, nicotine, e-cigarettes, vaping (Board Policy 7320) ;
30. Other insubordinate or disorderly behavior;
31. Gang activity to include but not limited to the wearing of gang colors, use of gang signs, display of gang drawings and acts of intimidation against others;
32. Computer/electronic communications misuse, including but not limited to any unauthorized use of computers, electronic devices, electronic notebooks/pads, software, or internet/intranet account; accessing inappropriate websites; or any other violation of the district's acceptable use policy; and
33. Any other conduct which would constitute a violation of the law.

Student Dress Code

Students must comply with all provisions of this Code of Conduct governing dress. Students are expected to be dressed (including footwear) and groomed in a manner appropriate to the particular educational setting.

The following clothing shall be deemed inappropriate and unacceptable on school grounds, in school vehicles and at school functions:

General Guidelines:

A student's dress, grooming and appearance, make-up and accessories shall:

- Be safe, appropriate and not disrupt or interfere with the educational process.

- Regardless of gender, not be immodest or otherwise revealing (i.e. plunging necklines (front or back), bare midriffs), see-through or potentially expose private parts of the body, should fit and be fastened appropriately to cover areas traditionally covered by undergarments (no underwear as outerwear)
- Footwear shall be worn at all times. Flip Flops will not be allowed when students are actively engaged in physical activities (PE Class; on the playground; playing kickball, during Science Labs, Home & Careers, and Technology classes.) Cleated shoes will be allowed when exiting and returning to the locker room only.
- Dress Down Days/Special Events/Spirit Days: Scheduling and dress for these days will be under the direction and discretion of individual principals.

Prohibited Attire:

- Coats, Hats and/or Sunglasses may not be worn during the school day except for medical or religious purposes. Head coverings depicting or signifying gang affiliation, do-rags, masks, chains (other than cosmetic) are not to be worn.
- Clothing/accessories may not include language or images that are vulgar, obscene, or offensive to others on account of race, color, religion, creed, national origin, gender, gender identity, sexual orientation, innuendo, or disability. Likewise, clothing/accessories shall not promote and/or endorse the use of alcohol, tobacco or illegal drugs and/or encourage other illegal or violent activities.

Examples of Prohibited Attire/Accessories include but are not limited to:

- Hoodies may not be worn with the hood pulled up.
- Chains (other than ornamental) hanging from the neck, belt, pocket or attached to a wallet
- Jewelry that contains any type of sharp objects
- Slippers (as regular everyday footwear)

Please Note: Administration has the right to determine if attire or appearance is appropriate for school.

Students who violate the student dress code shall be required to modify their appearance by covering or removing the offending item, and if necessary or practical, replacing it with an acceptable item. Any student who refuses to do so shall be subject to discipline, up to and including in-school suspension for the day. Any student who repeatedly fails to comply with the dress code shall be subject to further discipline, up to and including out of school suspension.

Student Use Of Electronic Communication Devices and Computers

Students are prohibited from using or having on or in an operational mode any mobile telephone, cellular telephone, smart wearables or any other type of telecommunications or imaging device during instructional time, except as expressly permitted in connection with authorized use in classrooms. While students are permitted to possess such devices during the school day, they are prohibited from using them in any manner which invades the privacy of students, employees, volunteers or visitors. Students are not permitted to use any form of information technology, including their own personal electronic devices, to intimidate, harass or threaten others. This type of harassment is generally referred to as cyberbullying. If a student violates this prohibition, or any other violation of Board Policy 7316 Computer Technology Disciplinary Code for Students in grades K-12, then he/she is subject to discipline under this provision policy 7316 and/or any other provision in the District Code of Conduct that may be applicable to the circumstances involved.

Any electronic device that is permitted on school property is encouraged to be kept secured and in a concealed manner.

Language

Students' language shall be considered appropriate if it is in compliance with all applicable provisions of this Code of Conduct. Students should, at all times, use language that is civil and respectful toward teachers, school administrators, other school personnel, fellow students and visitors on school property and school vehicles, and at school functions.

The following language shall be deemed inappropriate and unacceptable on school grounds, school vehicles and at school functions:

- Verbally abusive language;
- Profanity; cursing;
- Racial slurs and other discriminatory slurs or hate speech, i.e., speech which demeans or harasses another individual because of his/her race, sex, disability status, age, religion or other protected status;
- Loud, disruptive speech;
- Sexually suggestive or indecent or vulgar language;
- Threats of violence;
- Excessive arguing with a teacher or other supervisor.

Civil and Respectful Treatment of Teachers, Administrators, and Others

Students shall treat teachers, school administrators, other school personnel, fellow students and visitors on school property and school vehicles, and at all school functions in a civil and respectful manner at all times.

Due to Covid-19, General Brown will follow all NYSED, DOH, and Executive Orders in accordance with the publications.

Determination of Violation

1. Case of Clear Danger to Persons or Property
If a violation of the prohibitions of this policy and regulations constitutes a clear threat of injury to a person or probable harm to school property which might reasonably result in damage:
 - A staff member shall order the offender to immediately stop the prohibited action and refer the offender to an administrator.
 - If the offender does not stop immediately and continues the prohibited act, the person in charge shall take immediate steps to maintain order on the campus.
 - If necessary, the person in charge (faculty member, staff, or any school official) shall request the assistance of police and civil authorities.
 - Nothing contained above shall be construed as directing or authorizing the use of physical force by school employees against an offender unless there is no other way to protect from physical danger all persons lawfully on school property.

- The person ordering the ejection of any offender shall make an immediate report to the principal or his/her designee by the fastest available means.

2. Other Cases

If the offense is of such a nature as to not be within the definition of a clear danger as set forth above, but would otherwise disrupt, inconvenience or harass those taking part in authorized activities, the following authorized procedures shall apply:

- Anyone affected by such prohibited action may file a written complaint to the principal or his/her designee hereafter called "responsible official" (i.e. building administrator).
- Such responsible officials will conduct an investigation immediately and decide whether a violation has occurred and if the violation requires immediate action.
- If immediate action is required to preserve the normal functioning of the school, the responsible official will then order the prohibited activity to cease.
- If the prohibited activity stops, further action as set forth below will then be taken.
- If the activity does not stop upon the direction of the responsible official, then that official shall order the ejection of the offender.

Notwithstanding any action set forth above, it shall be the affirmative duty of any student or employee observing any prohibited act to promptly report such violation to the administrator in charge of the building. Upon receipt of such a report, the administrator in charge of the building shall promptly investigate and make a report to the superintendent and shall take appropriate disciplinary action if required.

Dignity For All Students Act

- The goal of the Dignity for All Students Act (DASA), Amended by the Crown Act is to create a safe and supportive school climate where students can learn and focus, rather than fear being discriminated against, intimidated, taunted, harassed, or bullied.
- DASA prohibits acts of harassment and bullying, including cyberbullying and/or discrimination, by employees or students on school property, a school function, and off premise misconduct based on a student's actual or perceived race, color, weight, national origin, ethnic group, religion, religious orientation, gender (defined to include gender identity and expression), or sex.
 - The District will respond to cyberbullying that happens on school property or at a school function; or happens off school property but creates a substantial disruption to the learning environment or when the threats, intimidation, or abuse impact (or could impact) the school environment.
 - Any person who experiences, witnesses, or is told about bullying/discrimination can and are encouraged to make a report.
 - District employees are required to report any bullying/discrimination they witness or are told about.

Reporting Discrimination, Harassment and Bullying

The District will act to promptly investigate all complaints, verbal or written, formal or informal, of allegations of discrimination, harassment and bullying; and will promptly take appropriate action to protect individuals from further discrimination, harassment and bullying.

It is essential that any student who believes he/she has been subjected to discrimination, harassment, bullying or retaliatory behavior, as well as any individual who is aware of and/or who has knowledge of, or witnesses any possible occurrence, immediately report same to the Dignity Act Coordinator (“DAC”) (as defined below) or any staff member or administrator. The staff member/administrator to whom the report is made (or the staff member/administrator who witnesses or suspects bullying/cyber-bullying behavior) shall notify the DAC and investigate the complaint, document and take appropriate action to include, as necessary, referral to a supervisory authority and/or other official designated by the District to investigate allegations of harassment and bullying within a reasonable amount of time. Referrals may be made to ANY higher level of supervisory authority. All complaints of alleged harassing, bullying and/or retaliatory conduct will be promptly investigated in accordance with the terms of District policy and shall be treated as confidential and private to the extent possible within legal constraints.

The Board of Education shall designate and approve at least (1) staff member at every school building to be thoroughly trained to handle human relations in the area of race, color, weight, national origin, ethnic group, religion, religious practices, disability, sexual orientation, gender, gender expression and other characteristics protected by applicable federal, state and local laws (the **Dignity Act Coordinator(s)** or DAC). The name(s) and contact information for the Dignity Act Coordinator(s) shall be as follows:

NAME	SCHOOL	CONTACT INFORMATION
David Ramie	Jr./Sr. High School	315-779-2300, Opt1; dramie@gblions.org
Melissa Nabinger	BGP Elementary	315-779-2300, Opt2; mnabinger@gblions.org
Janelle Dupee	Dexter Elementary	315-779-2300, Opt3; jdupee@gblions.org

Range of Disciplinary Measures

Discipline is most effective when it deals directly with the problem at the time and place it occurs, and in a way that is viewed as fair and impartial by the student. Therefore, before seeking outside assistance, teachers will first use all their resources to create a change of behavior in the classroom. Teachers may use corrective instruction (re-teaching a behavior) or issue verbal warnings and impose brief time-out periods to students in the classroom.

When the teacher has made every effort to bring about positive behavioral change and has been unsuccessful, the teacher will bring the matter to the attention of the administration. Once done, the teacher and the administrator will develop a strategy for dealing with the problem.

Disciplinary action, when necessary, will be firm, fair, and consistent in order to be most effective in changing behavior. All penalties imposed for violations of the student disciplinary code should be reasonable and appropriate. Penalties should be in proportion to the gravity of the offense and made relevant to the misconduct so as to deter future violations. When determining the appropriate action to be taken, the administrator shall consider the seriousness of the offense, the student’s disciplinary record, the circumstances which led to the improper behavior, the age and maturity of the student, the probability of recurrence, and all alternatives.

Depending upon the nature of the violation, student discipline should be progressive. Thus, for example, a student’s first violation should merit a lighter penalty than subsequent violations. However, for more serious misconduct a more severe penalty

may be appropriate. The following range of penalties can be imposed individually or in combination for violations of the student disciplinary code:

- Verbal warning
- Written warning
- Written notification to parent(s)/guardian(s)
- Behavior modification through training/retraining
- Time out
- Probation
- Reprimand
- Revocation of automobile privileges
- Suspension from social or extracurricular activities
- Suspension of other privileges
- Exclusion from a particular class
- Alternative instruction
- Involuntary transfer
- Building principal conference
- Suspension
- Superintendent Hearing
- Permanent suspension
- Law enforcement referrals will be made when a possible violation of the law has occurred.

The incident referral form shall be used to document Code of Conduct violations. When appropriate, this form will be forwarded to an administrator. The student may voluntarily fill out the student summary of the incident form.

The General Brown School District will offer in-service training in discipline, behavior modification, and other related areas.

Provision for Removal of Students from the Classroom and from School Property

A disruptive student can affect a teacher's ability to teach and can make it difficult for other students in the class to learn. Before a teacher removes a "disruptive" student from the classroom, the teacher must first attempt to deal with student's misbehavior through less drastic means, such as warnings, parent(s)/guardian(s) conferences, time-outs, detentions, and other similar means. Teachers are encouraged to consider less drastic penalties other than removal in any case.

However, it may, on occasion, be necessary for the teacher to remove a "disruptive" student from the classroom. In no case may a teacher remove a student from his/her classroom for more than two days.

A teacher may not remove a disabled student from his/her class until he/she has verified with the administration or the chairperson of the Committee on Special Education that the removal will not violate the student's rights under federal or state law or regulations. The procedure for removing a disruptive student from a classroom is set forth in the following section.

Procedures for Imposing Detention, Suspension and Removal from the Classroom

Removal of Disruptive Pupils

Any teacher shall have the authority to remove a disruptive pupil, as defined herein and in Education Law §3214(2-a), from such teacher's classroom, consistent with discipline measures contained in this Code of Conduct. No pupil shall return to the said teacher's classroom until the Principal or program administrator makes a final determination of the case, or the period of removal expires, whichever happens first. At the teacher's discretion, he/she may rescind the removal prior to the expiration of the full period of removal.

Each teacher must keep a complete log for all cases of removal of students for his/her class. The Principal and program administrators must keep a log of all removals of students from class.

Nothing in this Code of Conduct abridges the customary right or responsibility of a Superintendent or the Administrator to suspend a student or assign detention. In addition, nothing in this code abridges the customary right or responsibility of a teacher to manage student behavior in the classroom with short-term management techniques, including the assignment of detention. The removal process should not be a substitute for good classroom management.

Fair Notice of Reasons for Removal; Opportunity to be Heard

If the teacher finds that the disruptive pupil's continued presence in the classroom does not pose a continuing danger to persons or property and does not present an ongoing threat of disruption to the academic process, the teacher shall, prior to removing the student from the classroom, provide the student with an explanation of the basis for the removal and allow the pupil to informally present the pupil's version of relevant events.

If the teacher finds that the disruptive pupil's continued presence in the classroom does pose a continuing danger to persons or property or does present an ongoing threat of disruption to the academic process, the teacher may direct the pupil's immediate removal, but must provide the pupil with an explanation of the basis for the removal and an informal opportunity to be heard within twenty-four hours after the pupil's removal.

Immediate Notice to Principal

In any case where a disruptive pupil is removed from a teacher's classroom, the teacher shall, as soon as possible, but no later than the end of the day, provide the Principal or program administrator or his/her designee with a full written explanation of the basis for the removal (on the incident referral form), giving the date, time, place, and details of all disruptive incidents, as well as the pupil's version of the relevant events, if any. If the Principal or program administrator is not available by the end of the same school day, the teacher must leave the form with his/her secretary and meet with him/her prior to the beginning of classes on the next school day.

Notice to Parent(s)/Guardian(s); Opportunity to be Heard

The Principal or program administrator shall inform the parent(s)/guardian(s) to such pupil of the removal and the reasons for the removal within twenty-four hours of the pupil's removal. Where possible, notice should be provided by telephone if the school has been provided with a telephone number for the purpose of contacting the parent(s)/guardian(s). Notice must be provided to the parent(s)/guardian(s) for any removal, regardless of whether the Principal or program administrator decides to set aside the teacher's decision to remove the pupil from the classroom.

The pupil and the parent(s)/guardian(s) shall, upon request, be given an opportunity for an informal conference with the Principal or program administrator to discuss the reasons for the removal. The informal conference must be held within two school days of the student's removal. The timing of the informal conference may be extended by mutual agreement of the parent(s)/guardian(s), teacher, and principal or program administrator.

If the pupil denies the charges during the informal conference, the principal or program administrator shall provide an explanation of the basis for the removal and allow the pupil and/or parent(s)/guardian(s) an opportunity to present the pupil's version of relevant events. This conference shall be held within forty-eight hours of the pupil's removal. The Principal may direct the teacher to attend any such conference.

Review of the Removal Decision

The Principal or program administrator shall review the teacher's decision to remove the pupil. They may not set aside the teacher's decision unless they find that the charges against the pupil are not supported by "substantial evidence" or that the pupil's removal is otherwise in violation of law or that the conduct warrants suspension from school pursuant to this section, and a suspension will be imposed.

The phrase "substantial evidence" shall mean a rational basis in the documents presented and other statements made to the Principal or program administrator such that a reasonable mind would accept as adequate proof that the pupil was, in fact, "disruptive," as defined above. The final determination must be made by the close of business on the day succeeding the forty-eight hour period for an informal hearing.

Alternative Instruction

A teacher who directs the removal of a student from his/her classroom shall provide assignments. Administrators shall make other provisions for the continued educational programming and activities for such student.

Consistency with Other Laws

Nothing contained in this Code of Conduct shall authorize the removal of a pupil in violation of any state or federal law or regulation.

Procedures for Suspension of Students

Short-term Suspensions

When suspension of the student from attendance for a period of five days or less pursuant to Section 3214 (3) of the Education Law is proposed, the Superintendent or

Principal shall immediately notify the student orally and the parent(s)/guardian(s), in writing, that the student may be suspended from school. Written notice shall be provided by personal delivery, express mail delivery, or equivalent means reasonably calculated to assure receipt of such notice within 24 hours of the decision to propose suspension, at the last known address or addresses of the parent(s)/guardian(s). Where possible, notification shall also be provided by telephone, if the school has been provided with a telephone number for the purpose of contacting the parent(s)/ guardian(s). The written notice shall provide a description of the incident(s) for which suspension is proposed and shall inform the parent(s)/guardian(s) of their right to request an immediate informal conference with the superintendent or principal and the right to question complaining witnesses in accordance with the provisions of Education Law §3214(3)(b).

The notice and opportunity for an informal conference shall be given prior to the suspension of the student, unless the student's presence in the school poses a continuing danger to persons or property or an ongoing threat of disruption to the academic process, in which case the notice and opportunity for an informal conference shall take place as soon after the suspension as is reasonably practicable.

Suspension from Transportation

If a student does not conduct himself/herself properly on a bus or school vehicle, transportation personnel are expected to bring such misconduct to the attention of the Principal or the Principals' Designee. A student who becomes a serious disciplinary problem may have his/her riding privileges suspended by the Principal or the Superintendent. In such cases, the student's parent/guardian will become responsible for seeing that his/her child gets to and from school safely.

A student subjected to a suspension from transportation is not entitled to a full hearing pursuant to Education Law §3214. However, the student and the student's parent/guardian will be provided with a reasonable opportunity for an informal conference with the Principal or the Principal's Designee to discuss the conduct and the consequences involved.

Suspension from other privileges

A student subjected to a suspension from participation, extra-curricular activities or other privileges is not entitled to a full hearing pursuant to Education Law §3214. However, the student and the student's parent/guardian will be provided with a reasonable opportunity for an informal conference with the Principal or the Principal Designee official imposing the suspension to discuss the misconduct and the consequences involved.

Long-term Suspensions

When suspension of the student from attendance for a period in excess of five days is proposed, school officials shall follow the formal hearing procedures set forth in Section 3214 of the Education Law. The District Superintendent or his/her designee shall immediately notify the parent(s)/guardian(s), in writing the student may be suspended from school and shall provide the reasons therefore, giving dates and other descriptive details for the incidents in question. The Superintendent shall either personally hear and determine the proceeding, or may, at his/her discretion, make a written designation of a hearing officer to do so. A record of the hearing shall be maintained by tape recording the proceedings. If a hearing officer is used he/she shall make written findings of fact

and recommendations as to the appropriate measure of discipline, which shall be advisory.

After the hearing, the Superintendent or his/her designee shall make a final determination of the student's guilt or innocence of the charges, including findings of fact and imposition of an appropriate sanction. The District Superintendent or his/her designee shall promptly advise the parent(s)/guardian(s) in writing of his/her decision.

Appeal to the Board of Education

The parent(s)/guardian(s) may appeal the decision of the Superintendent to the Board of Education. Any appeal to the Board must be in writing and must be submitted to the District Clerk within ten (10) business days after the date of the Superintendent's decision, unless the parent(s)/guardian(s) can show extraordinary circumstances that preclude them from doing so. The Board's decision on the appeal shall be based solely upon the record of the hearing. Only final decisions of the Board may be appealed to the Commissioner within 30 days of the decision.

Alternative Instruction

When a pupil has been suspended from school pursuant to this Code of Conduct, and said pupil is of compulsory attendance age, immediate steps shall be taken for his or her attendance upon instruction elsewhere, and/or for supervision or detention of said pupil pursuant to the PINS provisions of Article 7 of the Family Court Act.

Permanent Suspensions

Permanent suspension is reserved for extraordinary circumstances such as where a student's conduct poses a life-threatening danger to the safety and well-being of other students, school personnel, or any other person lawfully on school property or attending a school function.

Compliance with Laws for the Disabled

The General Brown Central School District recognizes that it may be necessary to suspend, remove or otherwise discipline students with disabilities to address disruptive or problem behavior. The District also recognizes that students with disabilities have certain procedural protections whenever school authorities intend to impose discipline upon them. The Board of Education is committed to ensuring that the procedures followed for suspending, removing or otherwise disciplining students with disabilities are consistent with the procedural safeguards required by applicable laws and regulations, including, but not limited to, NYS Education Law §3214 (3) g, Part 200 Regulations of the Commissioner of Education and the Individuals with Disabilities Education Act (IDEA).

This Code of Conduct affords students with disabilities subject to disciplinary action no greater or lesser rights than those expressly afforded by applicable federal and state laws and regulations.

Administrators shall refer a student whose behavior is repeatedly substantially disruptive of the educational process or "substantially interferes with the teacher's authority over the classroom" to the Committee of Special Education for functional behavioral assessment and the development of a behavioral intervention plan or, if such plan already exists, for review of the same.

Remedial Responses to Violations of the Code of Conduct

Students, employees and visitors who violate this Code may also be subject to remedial action as the facts may warrant, including but not limited to any of the measures listed below:

- peer support groups; corrective instruction or other relevant learning or service experience;
- supportive intervention;
- behavioral assessment or evaluation;
- behavioral management plans, with benchmarks that are closely monitored; and/or
- student counseling and parent conferences.

Beyond these individual-focused remedial responses, school-wide or environmental remediation may also be utilized. These strategies may include:

- school and community surveys or other strategies for determining the conditions contributing to the relevant behavior;
- adoption of research-based prevention programs;
- modification of schedules;
- adjustment in hallway traffic and other student routes of travel;
- targeted use of monitors;
- staff professional development;
- parent conferences;
- involvement of parent-teacher organizations; and/or
- peer support groups.

The Board will provide in-service education programs for all District staff members to ensure the effective implementation of this Code, to promote a safe and supportive school climate while discouraging, among other things, discrimination and harassment against students by students and/or school employees and to include safe and supportive school climate concepts in the curriculum and classroom management. The superintendent may solicit the recommendations of the district staff, particularly teachers and administrators, regarding in-service programs pertaining to the management and discipline of students.

The following are suggested programs that may be utilized for in-service education for all staff members to ensure effective implementation of this Code: (1) School-oriented programs developed at the district and building level; (2) Superintendent's workshop days; and (3) faculty meetings.

SEARCHES AND INTERROGATIONS OF STUDENTS

SEARCHES GENERALLY

- A student may be searched and prohibited items seized on school grounds or in a school building by an authorized District official when he or she has reasonable suspicion to believe the student has engaged in or is engaging in activity which is in violation of the law and/or the Code. The reasonableness of any search involves a twofold inquiry:
 - a. School officials must first determine whether the action was justified at its inception;and
 - b. Determine whether the search, as actually conducted, was reasonably related in scope to the circumstances which justified the interference in the first place.

- Factors to be considered in determining whether reasonable suspicion exists to search a student include:
 - a. The age of the student;
 - b. The student's school record and past history;
 - c. The predominance and seriousness of the problem in the school where the search is directed;
 - d. The probative value and reliability of the information used as a justification for the search;
 - e. The school official's prior knowledge of and experience with the student; and
 - f. The urgency to conduct the search without delay.
- If reasonable suspicion exists to believe that a student has violated or is violating the law and/or school rules, it is permissible for an authorized school official to search that student's outer clothing, pockets, or property. The search may include, but is not limited to, the student's outer clothing such as a jacket or coat, pockets, backpack, and/or purse. Whenever possible, searches will be conducted by a staff member of the same sex as the student and another staff member will be present as a witness.
- A strip search is a search that requires a student to remove any or all of his or her clothing, other than an outer garment such as a coat or jacket. Strip searches are intrusive in nature and are never justified in a school setting. If school officials have highly credible evidence that a student poses an imminent danger, or if school authorities believe there is an emergency situation that could threaten the safety of others, the student will, to the extent practicable, be isolated and secured. Police and parents will be contacted immediately.
- School officials are authorized to conduct searches of students and their belongings if the authorized school official has reasonable suspicion to believe that the search will produce evidence that the student has violated or is violating the law and/or the Code.
- School officials, whenever possible, will seek the least intrusive means to conduct a search to safeguard the privacy interests of students in their person and property.
- Student desks, lockers, textbooks, computers, and other materials, supplies or storage spaces loaned by the school to students remain the property of the school, and may be opened and inspected by school employees at any time without prior notice and without their consent.
- The purpose of these searches, when they occur, is to ensure the safety of students, faculty, and staff, enhance school security and prevent disruptions of the learning environment. Students have no reasonable expectation of privacy with respect to school property; and school officials retain complete control over such property. However, a student's personal belongings contained within a locker, desk, etc. are subject to the reasonable suspicion standard for searches by an authorized school official.
- The student's parent or guardian will be notified if any illegal, prohibited, or dangerous articles or materials are found in the student's locker, vehicle, or other property or possessions, or on the student's person, as a result of a search conducted in accordance with this procedure.
- The designated school official conducting the search will be responsible for the custody, control and disposition of any illegal, prohibited or dangerous items taken from the student. The school official or his or her designee must clearly label each item taken from the student and retain control of the item(s) until the item(s) is turned over to the parents, police or secured by alternate means. This school official will also be responsible for promptly documenting information about the search including, but not limited to, the reasons for the search, the purpose of the search, the type and scope of the search, and the results of the search.

QUESTIONING OF STUDENTS BY SCHOOL OFFICIALS

- School officials have the right to question students regarding any violations of school rules and/or illegal activity. In general, administration may conduct investigations concerning reports of misconduct which may include, but are not limited to, questioning students, staff, parents/guardians, or other individuals as may be appropriate and, when necessary, determining disciplinary action in accordance with applicable due process rights.
- Should the questioning of students by school officials focus on the actions of one particular student, the student will be questioned, if possible, in private outside the presence of other students, by the appropriate school administrator(s). The student's parent or guardian may be contacted; the degree, if any, of parental or guardian involvement will vary depending upon the nature and the reason for questioning, and the necessity for further action which may occur as a result.
- The questioning of students by school officials does not preclude subsequent questioning/interrogations by police authorities as otherwise permitted by law. Similarly, the questioning of students by school officials does not negate the right or responsibility of school officials to contact appropriate law enforcement agencies, as may be necessary, with regard to statements given by students to school officials.
- By law, school officials acting without the involvement of or on behalf of law enforcement officials are not required to give the so-called "Miranda warnings" (e.g., advising a person of their right to remain silent, that any statement made by the individual may be used as evidence against him or her, etc.) prior to the questioning of students.

LAW ENFORCEMENT OFFICIALS

- A cooperative effort will be maintained between the school administration and law enforcement agencies. Law enforcement officials may be summoned in order to conduct an investigation of alleged criminal conduct on school premises or during a school sponsored activity, or to maintain the educational environment. They may also be summoned for the purpose of maintaining or restoring order when the presence of officers is necessary to prevent injury to persons or property.
- Administrators have the responsibility and the authority to determine when the assistance of law enforcement officers is necessary within their respective jurisdictions.

NON-DISTRICT EMPLOYEE ACCESS TO STUDENTS

- When a non-district employee wishes to interview a student on school premises, administration will immediately attempt to notify the student's parent or guardian. Such notification will be delayed only upon written notification from the non-district employee that said interview is highly sensitive, that notifying the parent or guardian would interfere with an open investigation, or that the interview and investigation must remain confidential.
- Any requests to interview or gain access to students by non-district employees must immediately be reported to the Superintendent.
- These requirements may be waived where an agreement is made, in writing, between the parent or guardian and the District Superintendent, for a student to meet with a specified non-district employee for a specified purpose (i.e. counselor, case worker, etc.).

QUESTION OF STUDENTS BY LAW ENFORCEMENT OFFICIALS

- Generally, police authorities may only interview students on school premises without the permission of the parent or guardian in situations where a warrant has been issued for the student's arrest (or removal).

- Police authorities may also question students for general investigations or general questions regarding suspected crimes committed on school property where notification will be made to the parent or guardian regarding the student's interaction with police authorities.
- In all other situations, unless an immediate health or safety risk exists, if the police wish to speak to a student without a warrant, they should contact the student's parent or guardian directly.
- Whenever police wish to question a student on school premises, administration will attempt to notify the student's parent or guardian.
- District staff will not participate or observe the interview process. Any requests by the law enforcement representative for a District representative presence in an interview shall be referred to the Principal and the Principal will immediately notify the Superintendent.

CHILD PROTECTIVE SERVICES' INVESTIGATIONS

- Occasionally, Child Protective Services (CPS) may desire to conduct interviews of students on school property. These interviews generally pertain to allegations of suspected child abuse or neglect. The Board encourages cooperation with CPS with respect to access to records and access to any child named as a victim, any of the victim's siblings, or any other child residing in the same home as the named victim, in accordance with applicable law and consistent with the provisions of Board Policy.
- The provisions pertaining to non-district employees apply equally to investigations and interviews conducted by employees of Child Protection Services.

SURVEILLANCE NOTIFICATION

The District employs the use of surveillance cameras in its buildings, facilities, and on its grounds in accordance with Board policy. All recordings are the sole property of the District. All persons on General Brown property are on notice that such recordings occur and are retained by the General Brown School District as permitted by law.