

STUDENT CODE OF CONDUCT The school administrator has responsibility for taking action based upon the knowledge of the facts of the incidents and the needs of the student. The following list of minimum and maximum disciplinary action does not imply or require a progression of increasing severity. Some of the violations (marked with +) are criminal offenses and require that the appropriate legal authorities be informed. I. RESPECT FOR THE PERSONAL RIGHTS OF OTHERS (Caring, Respect, Responsibility)	CONSEQUENCES BY SCHOOL LEVEL *Parent conference is required. ** Refer to definition of “possession”.					
	HIGH SCHOOL		MIDDLE SCHOOL		ELEMENTARY	
	Minimum Days	Maximum Days	Minimum Days	Maximum Days	Minimum Days	Maximum Days
+ASSAULT: Unlawful attempt, coupled with a present ability, to commit a physical attack upon a person. This includes threatening language or gestures without actually touching another person, and throwing physical objects.	1*	Exp.*	Prob.	Exp.*	Prob.	Exp.*
+BATTERY: Any willful and unlawful use of force or violence upon another person.	3*	Exp.*	1*	Exp.*	Prob.	Exp.*
+SEXUAL ASSAULT: Physical sexual attack upon another person.	3*	Exp.*	1*	Exp.*	Prob.	Exp.*
BULLYING: An incident or pattern of behavior that results in a person feeling intimidated or harassed by another.	1*	Exp.*	1*	Exp.*	Prob.	Exp.*
FIGHTING: Mutual aggression in which both parties have contributed to the situation by verbal and/or physical action.	3*	Exp.*	1*	Exp.*	Prob.	10*
HAZING: Any action taken or situation created that causes or is reasonably likely to cause harassment, physical harm, serious mental or emotional harm, extreme embarrassment, ridicule or loss of dignity to another student for purposes of initiation into a student organization or activity.	1*	Exp.*	1*	Exp.*	Prob.	Exp.*
VERBAL ABUSE: (Includes Sexual Harassment) Disrespectful and/or threatening language to a staff member or student.	Prob.	10*	Prob.	10*	Prob.	10*
GANG ACTIVITY: Any group of 3 or more persons who share an ongoing relationship and whose purposes include the commission of illegal acts or acts in violation of school system regulations. Students who are in violation will be subject to disciplinary action in addition to applicable criminal and civil penalties.	Prob.	Exp.*	Prob.	Exp.*	Prob.	Exp.*
SEXTING: Using an electronic communication device to send and/or process text or e-mail that includes nudity and/or sexually suggestive images. Parents of students will be contacted. Law enforcement may also be contacted to determine if any violation of criminal law has occurred.	1*	Exp.*	1*	Exp.*	Prob.	Exp.*
FALSE ACCUSATIONS: Any situation where a person has been found to have made intentional false accusations.	1*	Exp.*	1*	Exp.*	Prob.	Exp.*

STUDENT CODE OF CONDUCT II. RESPONSIBILITY AND RESPECT FOR PROPERTY (Fairness, Citizenship, Trustworthiness) All of us have the right to expect our property to be secure, and to respect the property of others. This includes property belonging to students and staff. Should a student choose not to respect others' rights of property, the following consequence will occur.	CONSEQUENCES BY SCHOOL LEVEL *Parent conference is required. ** Refer to definition of "possession".					
	HIGH SCHOOL		MIDDLE SCHOOL		ELEMENTARY	
	Minimum Days	Maximum Days	Minimum Days	Maximum Days	Minimum Days	Maximum Days
EXTORTION: The obtaining of property from another, with or without that person's consent, induced by a wrongful use of force, fear or threat. The parent or guardian shall be liable for all damages so caused by the student.	1*	Exp.*	1*	Exp.*	1*	Exp.*
	With restitution as required by law		With restitution as required by law		With restitution as required by law	
THEFT: An unlawful taking of property by false pretense. The parent or guardian shall be liable for all damages so caused by the student.	Prob.	Exp.*	Prob.	Exp.*	Prob.	Exp.*
	With restitution as required by law		With restitution as required by law		With restitution as required by law	
WILLFUL DAMAGE OF SCHOOL PROPERTY: Willful cutting, defacing or otherwise injuring in any way any property, real or personal belonging to the school. The parent or guardian shall be liable for all damages so caused by the student.	Prob.	Exp.*	Prob.	Exp.*	Prob.	Exp.*
	With restitution/repair or replace		With restitution/repair or replace		With restitution/repair or replace	
WILLFUL DAMAGE TO PROPERTY BELONGING TO OTHERS: Willful cutting, defacing or otherwise injuring in any way any property, real or personal belonging to another. The parent or guardian shall be liable for all damages so caused by the student. Students causing damage to personal property can be suspended from all after school activities including the dorm until restitution is complete.	Prob.	Exp.*	Prob.	Exp.*	Prob.	Exp.*
	With restitution/repair or replace		With restitution/repair or replace		With restitution/repair or replace	
UNAUTHORIZED USE OF COMPUTER NETWORK: Hacking, illegal or unauthorized access to file/network or use of another users account. The student's privileges will be revoked.	Prob.	Exp.*	Prob.	Exp.*	Prob.	Exp.*

STUDENT CODE OF CONDUCT III. RESPONSIBILITY FOR MAINTAINING PUBLIC DECENCY AND ETHICAL BEHAVIOR (Trustworthiness, Caring, Respect) The nature of the school experience demands the highest standards of integrity on the part of all involved. Students have the responsibility to conduct themselves in a manner that demonstrates respect for themselves, each other, the school staff, and the school community. Positive values and attitudes are imperative for student success in the school community as well as in life. Students who choose not to behave in this manner face the following consequences:	CONSEQUENCES BY SCHOOL LEVEL *Parent conference is required. ** Refer to definition of “possession”.					
	HIGH SCHOOL		MIDDLE SCHOOL		ELEMENTARY	
	Minimum Days	Maximum Days	Minimum Days	Maximum Days	Minimum Days	Maximum Days
GAMBLING: The playing of a game of chance for stakes.	Prob.	10*	Prob.	10*	Prob.	10*
CHEATING – PLAGIARISM: The unauthorized use of another person’s work or talents or providing one’s own work to another for an unauthorized purpose. Any grade or credit earned as a result of such action will be disallowed.	Prob.	Exp.*	Prob.	Exp.*	Prob.	Exp.*
VULGARITY/PROFANITY: Language that is disgusting or repulsive to the senses.	Prob.	10*	Prob.	10*	Prob.	10*
SEXUAL ACTIVITY: Inappropriate behavior of a sexual nature, including indecent exposure, consensual sex, and or other sexual activity not identified as sexual assault or harassment.	Prob.	10*	Prob.	10*	Prob.	10*
OFFENSIVE SOCIAL BEHAVIOR: Activities that are an infraction of acceptable social actions, including sexual activity and sexual misconduct.	3*	Exp.*	1*	10*	Prob.	10*
DISCRIMINATORY PRACTICES: Activities that are intended to be offensive to one’s race, religion, heritage, gender or disability, including sexual harassment.	1*	Exp.*	1*	10*	Prob.	10*
SEXUAL HARASSMENT: Unwelcome sexual advances, requests for sexual favors, and/or other inappropriate verbal, written, or physical conduct of a sexual nature, directed towards others.	1*	Exp.*	1*	Exp.*	Prob.	Exp.*

STUDENT CODE OF CONDUCT	CONSEQUENCES BY SCHOOL LEVEL					
<p>IV. RESPONSIBILITY FOR MAINTAINING PUBLIC HEALTH AND SAFETY (Citizenship, Responsibility, Caring)</p> <p>The school community considers the health and safety of our students extremely important. Violations in this area are not only a threat to the individual, but also to the school community. Therefore, in order to protect the individual student and the total school environment, health and safety violations are considered serious. The police shall be notified when a student is in possession of a firearm or a weapon or is distributing, using, or believed to be under the influence of drugs, alcohol, or inhalants as described in this section. Any student who is involved with dangerous drugs or alcohol must complete a substance assessment before returning to school.</p>	HIGH SCHOOL		MIDDLE SCHOOL		ELEMENTARY	
	Minimum Days	Maximum Days	Minimum Days	Maximum Days	Minimum Days	Maximum Days
	<p>DRUGS, NARCOTICS, CONTROLLED DANGEROUS SUBSTANCES, INHALANTS: **Possession, use, being under the influence to any degree or being party to an actual or attempted transaction of any of the substances which are, or have the appearance of, drugs (prescription or non-prescription used outside of their legal medical purposes), narcotics, controlled dangerous substances, or drug paraphernalia are considered a drug. Call the appropriate legal authorities.</p>	5*	Exp.*	3*	Exp.*	Prob.
<p>SMIFFING OR INHALING HARMFUL SUBSTANCES: The deliberate sniffing or inhaling of substances releasing toxic vapors which cause intoxication, excitement or dulling of the brain or nervous system.</p>	5*	Exp.*	3*	Exp.*	Prob.	Exp.*
<p>ALCOHOL: **Possession, use, or being under the influence of any alcoholic product while on school grounds or at school-sponsored activities.</p>	5*	Exp.*	3*	Exp.*	Prob.	Exp.*
<p>DISTRIBUTION: Dispensing or conspiring to dispense, with or without the exchange of money, controlled dangerous substances, drugs, narcotics, drug paraphernalia, inhalants, alcohol, or any substance having the appearance of such items.</p>	Ext. Susp.*	Exp.*	5*	Exp.*	5*	Exp.*
<p>TOBACCO: **Possession or use of any type of tobacco product on school property and at any school-related or school-sponsored activities on or off campus.</p>	<p>TOBACCO: The Maryland General Assembly passed legislation requiring the police to issue a citation to children under the age of 18 found in possession of or using tobacco products. Students will be suspended 1 day for 1st offense, 3 days for 2nd offense, and 5 days for 3rd offense. The police shall be notified upon the 4th and subsequent offenses.</p> <p>A student violating these rules will also face consequences regarding his/her participation in athletics or extra-curricular activities.</p>					

STUDENT CODE OF CONDUCT RESPONSIBILITY FOR MAINTAINING PUBLIC HEALTH AND SAFETY Continued	CONSEQUENCES BY SCHOOL LEVEL					
	HIGH SCHOOL		MIDDLE SCHOOL		ELEMENTARY	
	Minimum Days	Maximum Days	Minimum Days	Maximum Days	Minimum Days	Maximum Days
WEAPON POSSESSION: **Possession of any instrument such as a knife, brass knuckles, chains or any other implement that the school administrative staff deems could inflict bodily harm, and any look-alike weapon.	3*	Exp.*	Prob.	Exp.*	Prob.	Exp.*
FIREARM POSSESSION: **Possession of any weapon from which a shot is discharged by gunpowder on school property, inclusive of vehicles parked on school property. Possession of a firearm (loaded or unloaded) can carry a disciplinary action of permanent removal from MSD. Any pellet gun capable of producing the same or similar muzzle velocity of any firearm will be considered a firearm under this regulation. This includes BB's and pellets even without the mechanism to discharge them.	Permanent removal*	Removal for remainder of current school year plus 1 year Exp.*	Permanent removal*	1 year Exp.*	Permanent removal*	
	Note – per Maryland law, the Superintendent may specify, on a case-by-case basis, a shorter period of expulsion or alternative educational setting.					
SERIOUS ACTS BY STUDENT LEADERS: Students holding leadership positions or representing the school through academics, athletics and/or activities, such as a club or organization, who commit an offense classified as a serious, unlawful act in the community or a suspendable offense.	Students may be removed from the position. Arrest, conviction, or legal judgment is not required. Student athletes who possess drug paraphernalia, drugs, alcohol or tobacco, on or off school property, under school supervision, will be removed from extracurricular programs for 20% of the regular scheduled competitions or performances. If less than 20% remain in the scheduled competitions or performances, the remainder will be carried over to the next season in which the student participates. Student athletes may continue to participate in all group practices but cannot participate in competitions.					
VIOLENT OFFENSES OFF CAMPUS: “Violent offenses” include, but not limited to, committing or attempting to commit murder, rape, or assault with a deadly weapon.	If a student is charged with committing an act of violence off of school property or during non-school hours, an assessment team, will as soon as practicable, convene to review the student’s behavior and condition. The assessment team will promptly report, in writing, to the Superintendent its conclusion and recommendations regarding the student and the most appropriate educational placement or program. During this assessment period and where appropriate, the student shall receive home teaching. Home teaching will not be provided during school closings.					

STUDENT CODE OF CONDUCT RESPONSIBILITY FOR MAINTAINING PUBLIC HEALTH AND SAFETY Continued NOTE: VIOLATIONS LISTED BELOW SHALL RESULT IN THE NOTIFICATION OF THE FIRE MARSHALL	CONSEQUENCES BY SCHOOL LEVEL					
	HIGH SCHOOL		MIDDLE SCHOOL		ELEMENTARY	
	Minimum Days	Maximum Days	Minimum Days	Maximum Days	Minimum Days	Maximum Days
EXPLOSIVE DEVICES AND FIREWORKS: **Possession or detonation of any explosive device or fireworks.	3*	Exp.*	Prob.	Exp.*	Prob.	10*
BOMB THREAT: False notification of an impending explosion or presence of a bomb.	Ext. Susp.*	Exp.*	Ext. Susp.*	Exp.*	Prob.	10*
ARSON: Attempting to, aiding in, or setting fire to the property of another.	Ext. Susp.*	Exp.*	Ext. Susp.*	Exp.*	Prob.	Exp.*
FALSE FIRE ALARM: Illegally activating a fire alarm or issuing a false fire alarm.	Ext. Susp.*	Exp.*	Exp. Susp.*	Exp.*	Prob.	10*
DISCHARGING FIRE EXTINGUISHERS: Willfully and maliciously activating a fire extinguisher.	3*	Exp.*	Prob.	Exp.*	Prob.	10*

*Parent conference is required. ** Refer to definition of “possession”.

STUDENT CODE OF CONDUCT V. RESPECT FOR SCHOOL ADMINISTRATIVE PROCEDURES (Fairness, Citizenship, Responsibility) In any organization, and especially in a school, rules are established to protect the rights of everyone and to maintain a level of order that encourages academic and personal growth and success. The overwhelming majority of students in Maryland attend school daily, are respectful, and are attentive to those in positions of authority and, if they make a mistake, are honest and contrite about their error and successfully take the steps necessary not to make the same mistake again. Students who are disrespectful, truant, or insubordinate face the following consequences:	CONSEQUENCES BY SCHOOL LEVEL *Parent conference is required. ** Refer to definition of “possession”.					
	HIGH SCHOOL		MIDDLE SCHOOL		ELEMENTARY	
	Minimum Days	Maximum Days	Minimum Days	Maximum Days	Minimum Days	Maximum Days
DEFIANCE OF AUTHORITY: Willful refusal to follow a legal direction/order given by a staff member.	Prob.	10*	Prob.	10*	Prob.	10*
CONTINUED WILLFUL DISOBEDIENCE: Repeated refusal to follow school rules and regulations.	1*	Exp.*	1*	Exp.*	Prob.	Exp.*
DISRUPTIVE BEHAVIOR: Actions which are detrimental to the effective operations of the school.	Prob.	Exp.*	Prob.	Exp.*	Prob.	Exp.*
FALSE IDENTIFICATION: Refusal to give identification or giving a false identification when requested to do so by a staff member.	1*	5*	1*	5*	Prob.	5*
FORGERY: Falsifying signatures or data on official records.	Prob.	5*	Prob.	5*	Prob.	5*
LEAVING CAMPUS: Leaving campus during school hours without proper permission.	Prob.	5*	Prob.	5*	Prob.	5*
MISBEHAVIOR ON SCHOOL BUSES: Bus drivers are responsible for the orderly conduct of students when they are on school vehicles. Continued disorderly conduct or severe misbehavior shall be sufficient reason for a student to be denied transportation on a school vehicle. Respective county policies apply.	See appropriate county policies.					

STUDENT CODE OF CONDUCT RESPECT FOR SCHOOL ADMINISTRATIVE PROCEDURES Continued	CONSEQUENCES BY SCHOOL LEVEL					
	*Parent conference is required. ** Refer to definition of “possession”.					
	HIGH SCHOOL		MIDDLE SCHOOL		ELEMENTARY	
	Minimum Days	Maximum Days	Minimum Days	Maximum Days	Minimum Days	Maximum Days
STUDENT ATTIRE: Students shall be clean and neatly dressed in such a manner that will be decent and not hazardous to the health and safety of the student or others, and not disruptive of the educational program of the school. For health reasons, bare feet will not be allowed. See school dress code.	Prob.	5*	Prob.	5*	Prob.	5*
VIOLATION OF SUSPENSION: Physically present on a school campus or at a school activity while on suspension.	1*	5*	1*	5*	Prob.	5*
VISITING OTHER CAMPUS BUILDINGS: Unauthorized presence in any building other than the one assigned at the time.	Prob.	5*	Prob.	5*	Prob.	5*
REFUSAL TO ALLOW SEARCH AND SEIZURE: Willful refusal to cooperate with a school administrator at any time during a search of a person or property is detrimental to the security, discipline and sound administration of the school.	Ext. Susp.	Exp.*	Ext. Susp.	Exp.*	Ext. Susp.	Exp.*
CLASS CUTTING: Absence from class without permission. Suspension may be imposed until parent conference is held but not to exceed 5 days.	Prob.	5*	Prob.*	5*	Prob.	Prob.
TRUANCY: Absence from school without permission. Suspension may be imposed until parent conference is held but not to exceed 5 days. This includes chronic tardiness from the same period of instruction.	Prob.	5*	Prob.	5*	Prob.	Prob.
RECKLESS DRIVING: Driving on school property in such a manner that endangers persons or property. Driving privilege may be revoked by the school.	Prob.	Exp.*				
PARKING: Parking in an unauthorized area on school property. Parking privilege may be revoked.	Prob.	Prob.				

STUDENT CODE OF CONDUCT RESPECT FOR SCHOOL ADMINISTRATIVE PROCEDURES Continued	CONSEQUENCES BY SCHOOL LEVEL					
	*Parent conference is required. ** Refer to definition of “possession”.					
	HIGH SCHOOL		MIDDLE SCHOOL		ELEMENTARY	
	Minimum Days	Maximum Days	Minimum Days	Maximum Days	Minimum Days	Maximum Days
PERSONAL ELECTRONIC DEVICES Student possession or use of PEDs shall not: <ol style="list-style-type: none"> Disrupt the learning environment or approved school activity. Pose a threat to academic integrity. Violate confidentiality or privacy rights of others during the school day as well as during after-school activities or the safe transportation of students. Create safety concerns. PEDs must be powered off at all times during the school day, while aboard a school bus or other school-sponsored vehicle, and during after-school activities.	Prob.	5*	Prob.	5*	Prob.	Prob.
	Item may be confiscated and returned to the student at the end of the day or to the parent.					
LASER POINTERS: Students are not permitted to bring laser pointers into the school building. Laser pointers are prohibited and will be confiscated if brought onto school premises. Parents or guardians may retrieve the laser pointer from the school.	Prob.	5*	Prob.	5*	Prob.	5*
FILMING: Students may not use electronic devices with recording functions to take or transfer any image at any time on school premises, except for public events such as athletic events. Students are not permitted to broadcast any inappropriate images or videos in any manner on a public forum (i.e. website, social media site). With the school’s permission, students may broadcast their school projects on a public forum; however they must obtain signed consent from participants in their project before broadcasting the project.	Prob.	5*	Prob.	5*	Prob.	5*
APPEAL PROCEDURE: Students may appeal any disciplinary decision. Appeals may only be made to the individual who supervises the employee who made the initial disciplinary decision. Appeals must be made before the discipline measure is implemented and must be made within two school days. Progressive appeals through levels of administration end with the Principal whose decision is final.	<u>Discipline Definitions</u> <ol style="list-style-type: none"> Probation (Prob.) – trial period for a student to change undesirable behavior and still remain in school. Extended Suspension (Ext. Susp.) – temporary prohibition of student attendance by the Superintendent/designee for 11 or more days. A plan for make-up work will be developed or the student may be required to enroll in an alternative education program to continue earning credit. Expulsion (Exp.) [separate and exclusive from suspension] – the removal of the student from the student’s regular school program, either for a specified period of time or permanently, as determined by the Superintendent/designee. 					