

## **443 RULE      CODE OF CLASSROOM CONDUCT**

### **Statement of Principle**

The Wisconsin Rapids Public School District recognizes and accepts its responsibility to create, foster, and maintain a positive and safe class environment, conducive to teaching and to the learning processes. Every member of the school community is expected to cooperate in this central mission. Administrators, teachers, and other staff must use their training, experience, and authority to create school and classes where effective learning is possible. Students are expected to come to school, and to every class, ready and willing to learn. Parents should be aware of their children's activities, performance and behavior in school. They are asked to cooperatively work with educators and make contact with the school to prevent or address problems.

The District shall attempt to make its schools as free as possible of the dangers of violence, weapons, drugs, and other behavior harmful to the educational environment.

Student behavior that is dangerous, disruptive or unruly or that interferes with the teacher's ability to teach effectively will not be tolerated. Student's exhibiting such behavior as outlined in this Code, may be removed from class in accordance with established procedures within this Code. This removal serves the multiple purposes of eliminating (or minimizing) the disruption, or reinforcing the District's strong commitment to an appropriate educational environment, and of allowing a "time out" period, for disciplinary or other reasons, short of suspension or expulsion.

A teacher employed by the District may remove a pupil from the teacher's class if the pupil violates the terms of this Code of Student Classroom Conduct (the "Code"). Removal from class under this Code does not prohibit the District from pursuing or implementing other disciplinary measures including, but not limited to, detentions, suspension or expulsion, with the student who was removed.

### **Reasons for Student Removal from Class**

A teacher may remove a student from class for any of the following reasons:

1. Acts of Violence (Student/Staff)
  - Physical or verbal threats or confrontations
  - Fighting/Threats
  - Intimidation – Physical/Psychological
  - Weapons
  - Vandalism or Theft of School Property
  
2. Acts of Inciting
  - Inciting
  - Gang Posturing
  - Creating a Hostile Environment
  
3. AODA Issues
  - Under the Influence of Illegal Substances
  - Possession, Sale, or Distribution of Illegal/or Implied to be Illegal Substances

#### 4. Classroom Disruption (Behavior which disrupts the learning environment)

- Disruptive Behavior
- Disruptive Talking (insubordination)
- Dressing/Grooming That Creates a Hostile Environment
- Repeated Violation of Classroom Rules

A student may be removed from class for conduct or behavior which:

1. violates the District's policies regarding suspension or expulsion;
2. violates the behavioral rules and expectations set forth in the Student Handbook;
3. is disruptive, dangerous or unruly;
4. otherwise interferes with the ability of the teacher to teach effectively; or
5. interrupts the effective teaching and learning process.

Removal is a serious measure, and should not be imposed in an arbitrary, casual or inconsistent manner. It is neither possible nor necessary to specify every type of improper or inappropriate behavior, or every inappropriate circumstance that would justify removal under this Code. A teacher's primary responsibility is to maintain an appropriate educational environment for the class as a whole. The teacher should exercise his or her best judgment and use building practices and policies when deciding whether it is appropriate to remove a student temporarily from class.

A student with a disability may be removed from class and placed in an alternative educational setting only to the extent authorized by state and federal laws and regulations. (Individuals with Disabilities Education Act or IDEA)

Removal is to be understood as a teacher giving control of the student over to a principal or designee as the teacher has exhausted their means of behavior management and wants the student processed as a Code of Conduct violation.

## **Procedures**

### **Introduction**

Removing a student from class is a serious matter and should not be taken lightly by the teacher, student, or the parent/guardian. Teachers must immediately notify the principal/designee of the reason for such action. The principal or his/her designee will evaluate the situation and take appropriate action. Students who are removed by their teachers must immediately go, or be taken, to the main office. When the student arrives at the main office, the principal or designee will give the student an opportunity to briefly explain the situation. If the principal or designee is not available immediately upon the student's arrival, the student should be taken to the short term removal area, and the principal or designee should speak to the student as soon as possible.

Within twenty-four (24) hours or one school business day of the removal, whichever is longer, the teacher shall submit to the principal or designee a short, concise, and specific written explanation of the basis of the removal. Such information may be submitted electronically via the student database management system or through verbal or written means to the principal or designee.

### **Short Term Placement**

For the duration of the removal, the student shall stay in the short-term removal area or in an area specified by the principal or designee. In general, the student should spend the time working on classroom assignments or an assignment relating to the misconduct (e.g. writing an account of what happened or an apology). In no event should the student's time in removal be recreation or other free time.

In general, a student shall remain in the short-term removal area for at least the duration of the class or activity from which she or he was removed. Prior to allowing the student to return to his/her normal schedule the principal or designee will speak to the student to determine whether the student is, or appears to be, ready and able to return to class without a recurrence of the behavior for which the student was removed.

In the event it is not deemed appropriate to return the student to the regular class, the principal or designee shall either retain the student in the short-term removal area, or, if necessary, appropriate and practicable, utilize suspension alternatives.

## **Long Term Placement**

Long-term placement in another class, instructional setting or alternative program following removal from the classroom is an extremely serious step that should not be undertaken hastily or for less than compelling reasons. Such a step could have profound consequences for the affected student and his or her class, as well as any new class or teacher to which the student may then be assigned. For these reasons, long term placement should not ordinarily be considered or implemented except after a thorough consultation, including a thorough consideration of alternatives between the teacher(s), parents and the principal or designee. For the same reasons, long-term placement should not ordinarily be considered on the basis of a single incident. Decisions regarding placement following removal from class rests with the principal.

If a teacher believes the best interest of the student and/or the class requires placement in a setting other than return to the classroom, the teacher should so notify the principal in writing. The statement should include, as clearly and completely possible:

- a. the basis for the removal request;
- b. the alternatives, approaches and other steps considered or taken to avoid the need for placement, i.e., parental intervention;
- c. the impact, positive and negative, on the removed student; and
- d. the impact, positive and negative, on the rest of the class.

Upon receipt of the written statement, the principal may consult with the teacher and/or District staff. In most cases, it is appropriate to inform and consult with the parent(s)/guardian of the student, and the student involved, in a long-term removal.

Following consideration of the teacher's statement and any other pertinent information, the principal shall, at his/her discretion, place the student into one of the following:

- a. an alternative education program as defined by law;
- b. another class in the school or another appropriate place in the school, as determined by the principal or designee;
- c. another instruction setting; or
- d. the classroom from which the student was removed if the problem has been resolved.

The student in a long-term alternative placement shall receive an educational program and services comparable to, though not necessarily identical with, those of the class from which he or she was removed. The program does not need to be in the exact academic subjects of the former class.

Long-term placement is an administrative decision and therefore is not subject to a formal right of appeal. However, the parent(s)/guardian of the student, and/or student shall have the right to meet with the principal and teacher(s) who made the request for removal. Where possible, the meeting should take place within three (3) business days of the request of the meeting. At the meeting, the principal shall inform the parent(s)/guardian and/or student as fully as possible regarding the basis for the removal, the alternatives considered, and the basis for any decision. However, nothing in this Code shall prevent the principal from implementing a removal to another classroom, placement or setting prior to any meeting, even if the parent(s)/guardian or student objects to the removal.

## **Parent(s)/Guardian Notification Procedures**

### Under Code of Classroom Conduct Violations

1. The building principal or designee (teacher) shall attempt to notify the parent(s)/guardian of a minor student by personal contact, student database management system communication, or telephone call when a student is removed from class. Notification shall follow within two business days of the removal. This notification shall include the reasons for the student's removal from class, the duration of the removal, and the placement decision involving the student.
2. If the removal from class and change in educational placement involves a student with a disability, parent(s)/guardian notification shall be made consistent with state and federal laws and regulations.
3. If the student removed from the class is also subject to disciplinary action for the particular classroom conduct (i.e., suspension or expulsion), the student's parent(s)/guardian shall also be notified of the disciplinary action in accordance with legal and policy requirements.

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