

Fulton City School District
Plain Language Summary of the Code of Conduct
2018-2019

Introduction

The Board of Education is committed to providing a safe and orderly school environment where students may receive and District personnel may deliver quality educational services without disruption or interference. Responsible behavior by students, teachers, other District personnel, parents and other visitors is essential to achieving this goal.

The Fulton City School District has a long-standing set of expectations for conduct on school property and at school functions. All students, staff and visitors to our schools are required to comply with the districtwide expectations to be respectful, responsible and safe. These expectations are based on the principles of civility, mutual respect, responsibility, citizenship, character, tolerance, honesty and integrity.

The Board recognizes the need to clearly define these expectations for acceptable conduct on school property, to identify the possible consequences of unacceptable conduct, and to see to it that discipline when necessary is administered promptly and fairly. To this end, the Board adopts this Code of Conduct.

Unless otherwise indicated, this code applies to all students, school personnel, parents and other visitors when on school property or attending a school function.

The following is a plain language summary of the Fulton City School District Code of Conduct. This summary is to be used as a guide of the basic parameters of the Code of Conduct. The complete Code of Conduct may be accessed on the District's website (www.fultonscd.org) or by visiting the Fulton City School District Education Center or the main office of any school within the District. Any disputes regarding the Code of Conduct will be resolved using the complete version of the code, rather than the plain language summary.

Student Rights

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1. 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, gender (including gender identity and expression) or any other legally

protected status.

2. Present their version of the relevant events to school personnel authorized to impose a disciplinary penalty in connection with the imposition of the penalty.
3. Access school rules and expectations and, when necessary, receive an explanation of those expectations from school personnel.
4. Students shall be free from discrimination and harassment by students and school employees on school property or school functions including but not limited to the educational program, activities, or admission policies of their school. Such conduct shall include, but is not limited to, threats, intimidation or abuse based on a person's actual or perceived race, color, weight, national origin, ethnic origin, ethnic group, religion, religious practices, disability, sex, sexual orientation, gender (including gender identity and expression) or any other legally protected status.

Student Responsibilities

All District students must follow the districtwide expectations to be respectful, responsible and safe. All District students have the responsibility to:

1. Contribute to maintaining a safe and orderly school environment that is conducive to learning and to show respect to other persons and to property.
2. Be familiar with and abide by all District policies, rules, expectations and regulations dealing with student conduct.
3. Attend school every day unless they are legally excused and be in class, arrive on time, remain in school for the duration of their scheduled time and be prepared to learn.
4. Work to the best of their ability in all academic and extracurricular pursuits and strive toward their highest level of achievement possible.
5. Respond to direction given by teachers, administrators and other school personnel in a respectful, responsible, positive manner.
6. Work to develop mechanisms to manage their anger and other emotions.
7. Ask questions when they do not understand.
8. Seek help in solving problems that might otherwise lead to an infraction of the Code of Conduct.
9. Dress appropriately for school and school functions.
10. Accept responsibility for their actions.
11. Conduct themselves as representatives of the District when participating in or attending school-sponsored extracurricular events and to hold themselves to the highest standards of conduct, demeanor and sportsmanship.
12. Use technology and social media in a manner that contributes positively to school climate and demonstrates respect for others.

Essential Partners

The Fulton City School District believes that all students, families, employees of the District, contract service providers, community members, student teachers/interns, volunteers and the Board of Education are essential partners in the creation of learning environments that are safe for everyone. All partners have responsibilities outlined in the

complete version of Code of Conduct to achieve this objective and reinforce the expectations that all members of our school community are respectful, responsible and safe in their words and actions.

Dignity For All Students Act

The Dignity for all Students Act (DASA) seeks to provide the New York State’s public school students with a safe and supportive environment free from discrimination, intimidation, taunting, harassment, and bullying on school property, a school bus and/or at a school function. All members of the school community are expected to work together to prevent bullying, harassment and discrimination and to report concerns as soon as they arise.

A Dignity for all Students Act Coordinator for each school building and the district are designated each year by the Board of Education to assist with the prevention, investigation and reporting of incidents of harassment, bullying and discrimination.

Any member of the school community with a concern about harassment, bullying or discrimination should contact the school building administrator or the District’s designated Dignity Act Coordinators listed below.

| Name | School | Contact Information |
|-------------------------|------------------------------|---|
| Geri Geitner | District | 315-593-5547 ggeitner@fulton.cnyric.org |
| Kelly Weston | G.Ray Bodley High School | 315-593-5400 kweston@ fulton.cnyric.org |
| Danielle Quinn | Fulton Junior High School | 315-593-5597 dquinn@ fulton.cnyric.org |
| Ariana Suhr | Fairgrieve Elementary School | 315-593-5913 asuhr@ fulton.cnyric.org |
| Amy Kunzwiler | Granby Elementary School | 315-593-5484 akunzwiler@ fulton.cnyric.org |
| Tammy Sheldon | Lanigan Elementary School | 315-593-5783 tsheldon1@ fulton.cnyric.org |
| School-Home Liaison TBD | Volney Elementary School | 315-593-5578 @ fulton.cnyric.org |

Student Dress Code

The intent of the dress code is to foster an environment that is safe and conducive to teaching and student learning. It is also intended to provide guidance to help develop appropriate habits to prepare students for their future roles in the work place and society.

All students, District personnel, student teachers/interns, volunteers and contract personnel are expected to dress appropriately for school, school functions and job responsibilities. Students and their parents have the primary responsibility for acceptable student dress and appearance. All District personnel should model and reinforce acceptable dress in the school setting and help students develop an understanding of appropriate appearance in the school setting.

Prohibited Student Conduct

The Board of Education expects all students to conduct themselves in an appropriate and civil manner, with proper regard for the rights and welfare of other students, District personnel and other members of the school community, and for the care of school facilities, property and equipment.

Prohibited conduct includes, but is not limited to:

- Disorderly and disruptive behavior;
- Insubordination (failure to follow directions);
- Violence;
- Behaviors that endanger the safety, morals, health or welfare of others;
- Academic misconduct such as cheating, plagiarism or altering records.

Reporting Violations

Students must promptly report violations of the Code of Conduct to a school District employee. Violations that involve the safety of students, staff or members of the community must be reported immediately.

District Employees, Student Teachers/Interns, Volunteers and Contract Service Providers are required to report violations of the Code of Conduct to the building principal or his/her designee.

Principals and Administrators must notify the appropriate local law enforcement agency of those code violations that constitute a crime and substantially affect the order or security of a school as soon as practical, but in no event later than the close of business the day the principal or his or her designee learns of the violation. The notification must identify the student and explain the conduct that violated the Code of Conduct and constituted a crime

Reporting Harassment, Bullying or Discrimination

The school principal and Dignity for All Students Act Coordinators designated by the Board of Education are charged with receiving all reports of harassment, bullying and discrimination; however, students and parents may make an oral or written complaint of harassment, bullying or discrimination to any teacher, administrator or school employee.

Disciplinary Measures and Procedures

Discipline is most effective when it deals directly with the problem at the time and place it occurs, and in a way that students view as fair and impartial. School personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the students' ability to grow in self-discipline and support the development of pro-social behaviors and skills.

Disciplinary action, when necessary, will be firm, fair and consistent so as to be the most effective in changing student behavior. In determining the appropriate disciplinary

action, school personnel authorized to impose disciplinary penalties will consider the following:

1. The student's age/grade.
2. The nature of the offense and the circumstances that led to the offense.
3. The student's prior disciplinary record.
4. The effectiveness of other forms of discipline.
5. Information from parents, teachers and/or others, as appropriate.
6. Other extenuating circumstances.

In all cases, regardless of the penalty imposed, the school personnel authorized to impose the penalty must inform the student of the alleged misconduct and must investigate, to the extent necessary, the facts surrounding the alleged misconduct. All students will have an opportunity to present their version of the facts to the school personnel imposing the disciplinary penalty in connection with the imposition of the penalty.

Students who are to be given penalties other than an oral warning, written warning or written notification to their parents are entitled to additional rights **before** the consequence/penalty is imposed. These additional rights are explained in the full length version of the Code of Conduct.

When a student of any age is removed from class by a teacher or a student of compulsory attendance age is suspended from school pursuant to Education Law 3214, the District will take immediate steps to provide alternative means of instruction for the student.

Range of Consequences and Penalties

Students who are found to have violated the District's Code of Conduct may be subject to penalties or consequences ranging from a verbal warning to permanent suspension from school.

Consequences shall be:

- a) progressive in a manner that increases in severity with the frequency and/or duration of the behavior, and is proportional to the impact the behavior has on the learning environment, and/or safety of students, staff and the community. Consequences within the range identified can be used in combination, as appropriate, based on the student's discipline history and behavior support needs.
- b) developmentally appropriate in a manner that considers the age, grade, cognitive and social functioning of the student.
- c) issued in conjunction with the implementation of interventions designed to achieve a long-term, positive change in behavior and increased social competency of the student.

Discipline of Students With Disabilities

The Board recognizes that it may be necessary to suspend, remove or otherwise discipline students with disabilities to address disruptive or problem behavior. The Board also

recognizes that students with disabilities enjoy certain procedural protections whenever school authorities intend to impose discipline upon them. The Board is committed to ensuring that the procedures followed for suspending, removing or other disciplining students with disabilities are consistent with the procedural safeguards required by applicable laws and regulations. The Fulton City School District 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 law and regulations.

Prohibition of Corporal Punishment

Corporal punishment is any act of physical force upon a student for the purpose of punishing that student. Corporal punishment of any student by any District employee is strictly forbidden. The District will file all complaints about the use of corporal punishment with the Commissioner of Education in accordance with Commissioner's regulations.

Visitors to the School

Anyone who is not a regular staff member or student of the school will be considered a visitor. Visitors are required to sign-in and report to the main office of any school building. The building principal or his or her designee is responsible for all persons in the building and on the grounds. Unauthorized persons will be asked to leave.

All visitors are expected to abide by the rules and expectations for public conduct on school property contained in the Fulton City School District Code of Conduct.

Public Conduct on School Property

To create and maintain a respectful and safe learning environment, it is necessary to regulate public conduct on school property and at school functions. For purposes of this section of the code, public shall mean all persons when on school property or attending a school function including students, teachers and District personnel.

All persons on school property or attending a school function shall conduct themselves in a respectful, responsible, safe and orderly manner. In addition, all persons on school property or attending a school function are expected to be properly attired for the purpose they are on school property and respectful of others in attendance.

Persons who violate this code shall be subject to penalties and consequences. Visitors who violate this code will have authorization, if any, to remain on school grounds or at the school function withdrawn and they shall be directed to leave the premises. If they refuse to leave, they shall be subject to removal and law enforcement may be called upon if the situation warrants.