

McKenzie Special Board of Education

Monitoring: Review: Annually, in August	Descriptor Term: Code of Conduct	Descriptor Code: 6.300	Issued Date: 08/06/24
		Rescinds: 6.300	Issued: 01/18/23

1 The Board delegates to the Director of Schools the responsibility of developing specific codes of
2 conduct which are appropriate for each level of school.¹ Codes of conduct for students in pre-
3 kindergarten or kindergarten shall utilize alternative disciplinary practices such as alternative seating,
4 consulting with parents, counseling, referral to support services, and trauma-informed support practices
5 (*not an exclusive listing*). Exclusionary discipline shall only be used as a measure of last resort.² The
6 development of each code shall involve principals and staff members of each level and shall be based
7 on evidence-based behaviors supports and interventions.³

8 The following levels of misbehavior and disciplinary procedures and options are standards designed to
9 protect all members of the educational community in the exercise of their rights and duties and to
10 maintain a safe learning environment where orderly learning is possible and encouraged.⁴ These
11 misbehaviors apply to student conduct on school buses, on school property, and while students are on
12 school-sponsored outings. Staff members have the authority to enforce the code of conduct³ and shall
13 ensure that disciplinary measures are implemented in a manner that:⁵

- 14 1. Balances accountability with an understanding of traumatic behavior;
- 15
- 16 2. Teaches school and classroom rules while reinforcing that violent or abusive behavior is not
17 allowed at school;
- 18
- 19 3. Minimizes disruptions to education with an emphasis on positive behavioral supports and
20 behavioral intervention plans;
- 21
- 22 4. Creates consistent rules and consequences; and
- 23
- 24 5. Models respectful, non-violent relationships.

25 In order to ensure that these goals are accomplished, the school district shall utilize the following
26 trauma-informed discipline practices (*not an exclusive listing*): restorative practices (when applicable),
27 multi-tiered system of supports, development of behavior intervention plans, referral to counseling,
28 referral to support services. Principals shall use appropriate discipline management techniques when
29 enforcing the code of conduct.

30 **MISBEHAVIORS: LEVEL I**

31 This level includes minor misbehavior on the part of the student which impedes orderly classroom
32 guidelines or interferes with the orderly operation of the school but which can usually be handled by an
33 individual staff member.

1 *Examples (not an exclusive listing)*

- 2 • Classroom disturbances
- 3 • Classroom tardiness
- 4 • Cheating and lying
- 5 • Abusive language
- 6 • Failure to do assignments or carry out directions
- 7 • Wearing, while on the grounds of a public school during the regular school day,
- 8 clothing that exposes underwear or body parts in an indecent manner that disrupts the
- 9 learning environment⁶
- 10 • Victimization of any student (harassment (sexual, racial, ethnic, religious), bullying,
- 11 cyber-bullying, and/or hazing)

12 *Disciplinary Procedures*

- 13 • The staff member intervenes immediately.
- 14 • The staff member determines what offense was committed and its severity.
- 15 • The staff member determines who committed the offense and if the student understands
- 16 the nature of the offense.
- 17 • The staff member employs appropriate disciplinary options.
- 18 • The record of the offense and disciplinary action shall be maintained by the staff
- 19 member.

20 *Disciplinary Options (not an exclusive listing)*

- 21 • Verbal reprimand
- 22 • Special assignment
- 23 • Restricting activities
- 24 • Counseling
- 25 • Withdrawal of privileges
- 26 • Issuance of demerits
- 27 • Strict supervised study
- 28 • Detention (lunch or after school)
- 29 • In-school suspension

30 **MISBEHAVIORS: LEVEL II**

31 This level includes misbehavior whose frequency or seriousness tends to disrupt the learning climate of
32 the school. These misbehaviors do not represent a direct threat to the health and safety of others but
33 have educational consequences serious enough to require corrective action on the part of
34 administrative personnel.

35 *Examples (not an exclusive listing)*

- 36 • Continuation of unmodified Level I misbehaviors
- 37 • Using forged notes or excuses

- 1 • Disruptive classroom behavior

2 *Disciplinary Procedures*

- 3 • The student is referred to the principal for appropriate disciplinary action.
4 • The principal meets with the student and the staff member.
5 • The principal hears the accusation made by the staff member and allows the student the
6 opportunity to explain his/her conduct.
7 • The principal takes appropriate disciplinary action and notifies the staff member of the
8 action.
9 • The record of offense and disciplinary action shall be maintained by the principal.

10 *Disciplinary Options (not an exclusive listing)*

- 11 • Teacher/schedule change
12 • Peer counseling
13 • Referral to outside agency
14 • Detention (lunch or after school)
15 • In-school suspension
16 • Corporal Punishment
17 • Suspension from school-sponsored activities or from riding school bus
18 • Out-of-school suspension

19 **MISBEHAVIORS: LEVEL III**

20 This level includes acts directly against persons or property but whose consequences do not seriously
21 endanger the health or safety of others in the school.

22 *Examples (not an exclusive listing)*

- 23 • Continuation of unmodified Level I and II misbehaviors
24 • Fighting
25 • Vandalism (minor)
26 • Use, possession, sale, distribution, and/or being under the influence of tobacco or
27 alcohol
28 • Use, possession, sale, or distribution of drug paraphernalia
29 • Use, sale, distribution, and/or being under the influence of drugs
30 • Stealing
31 • Threats to others
32 • Victimization of any student (harassment (sexual, racial, ethnic, religious), bullying,
33 cyber-bullying, and/or hazing)

34 *Disciplinary Procedures*

- 35 • The student is referred to the principal for appropriate disciplinary action.
36 • The principal meets with the student and the staff member.

- 1 • The principal hears the accusation and allows the student the opportunity to explain
- 2 his/her conduct.
- 3 • The principal takes appropriate disciplinary action and notifies the staff member of the
- 4 action.
- 5 • The principal may refer the incident to the Director of Schools and make
- 6 recommendations for consequences.
- 7 • The record of offense and disciplinary action shall be maintained by the principal.

8 *Disciplinary Options (not an exclusive listing)*

- 9 • Detention (lunch or after school)
- 10 • In-school suspension
- 11 • Corporal Punishment
- 12 • Restitution from loss, damage, or stolen property
- 13 • Out-of-school suspension

14 **MISBEHAVIORS: LEVEL IV**

15 This level of misbehavior includes acts which result in violence to another's person or property or
 16 which pose a threat to the safety of others in the school. These acts are so serious that they usually
 17 require administrative actions which result in the immediate removal of the student from the school,
 18 the intervention of law enforcement authorities, and/or action by the Board.

19 If a student's action poses a threat to the safety of others in the school, a teacher, principal, school
 20 employee, or school bus driver may use reasonable force when necessary to prevent bodily harm or
 21 death to another person.⁷

22 *Examples (not an exclusive listing)⁸*

- 23 • Continuation of unmodified Level I, II, and III misbehaviors
- 24 • Death threat
- 25 • Threat of mass violence on school property or at a school-related activity*
- 26 • Extortion
- 27 • Bomb threat*
- 28 • Possession, use, and/or transfer of dangerous weapons*
- 29 • Assault
- 30 • Assault that results in bodily injury upon any teacher, principal, administrator, any other
 31 employee of the school, or a school resource officer*
- 32 • Aggravated assault*
- 33 • Vandalism
- 34 • Theft, possession, and/or sale of stolen property
- 35 • Arson
- 36 • Possession of unauthorized substances (e.g., any controlled substance, controlled
 37 substance analogue, or legend drug)*
- 38 • Use or transfer of unauthorized substances

- 1 • Victimization of any student (harassment (sexual, racial, ethnic, religious), bullying,
2 cyber-bullying, and/or hazing)
3 • Electronic threat to cause bodily injury or death to another student or school employee*

4 *Disciplinary Procedures*

- 5 • Law enforcement officials and the Director of Schools are immediately contacted, if
6 applicable.⁹
7 • The principal confers with appropriate staff members and with the student.
8 • The principal hears the accusations and allows the student the opportunity to explain
9 his/her conduct.
10 • The parent(s)/guardian(s) are notified.
11 • Law enforcement officials are contacted.
12 • The incident is reported, and recommendations are made to the Director of Schools.
13 • The principal notifies the staff members of the resolution.
14 • If the student's placement is to be changed, adequate notice of the charges shall be
15 given to the student and his/her parent(s)/guardian(s) and his/her right to appear at a
16 hearing.

17 *Disciplinary Options (not an exclusive listing)*

- 18 • Out-of-school suspension
19 • Restitution from loss, damage, or stolen property
20 • Referral to outside support agencies
21 • Other hearing authority or Board action which results in appropriate placement
22 • Zero-tolerance infractions result in a calendar year suspension

23 * Designates zero-tolerance offenses.

Legal References

1. [TCA 49-6-4005](#)
2. [TCA 49-6-3024](#)
3. [TCA 49-6-2801](#)
4. [TCA 49-6-4002](#)
5. [TCA 49-6-4109](#)
6. [TCA 49-6-4009](#)
7. [TCA 49-6-2802](#)
8. [TCA 39-16-517](#); [TCA 49-6-3401\(g\)](#); [Public Acts of 2024, Chapter No. 882](#); [Public Acts of 2024, Chapter No. 915](#)
9. [Public Acts of 2024, Chapter No. 882](#)

Cross References

Security 3.205
 Traffic and Parking Controls 3.403
 Procedural Due Process 6.302
 Student Discrimination, Harassment, Bullying,
 Cyber-bullying, and Intimidation 6.304
 Title IX & Sexual Harassment 6.3041
 Interference/Disruption of School Activities 6.306
 Bus Safety and Conduct 6.308
 Zero Tolerance Offenses 6.309
 Dress Code 6.310
 Corporal Punishment 6.314
 Detention 6.315
 Suspension 6.316
 Safe Relocation of Students 6.4081

