

<b>Bartlett City Board of Education</b>		<b>6038</b>
Descriptor Term: <b>DISCIPLINE PROCEDURES</b>	Descriptor Code: <b>Student Services</b>	Issue Date: <b>07/24/2014</b>
	Rescinds:	Revised: <b>07/23/2020</b> <b>08/25/2022</b>

1 The Board delegates to the Superintendent the responsibility of developing student codes of  
2 conduct appropriate for each school. Codes of conduct for students in Pre-Kindergarten or  
3 Kindergarten shall utilize alternative disciplinary practices, and exclusionary discipline shall only  
4 be used as a measure of last resort. The following categories of misbehavior and disciplinary  
5 procedures and options are designed to protect all members of the educational community in the  
6 exercise of their rights and duties and apply to both in-person and remote learning activities.<sup>1</sup>

7 **STUDENT CONDUCT – Student Code of Conduct**

8 (Offenses and Penalties by Category)

9 A student shall not engage in conduct which causes the disruption or interference with school  
10 operations while on school property, in school vehicles or buses, or at school-sponsored events,  
11 whether on or off campus. Employees are authorized to take reasonable measures to establish  
12 appropriate school behavior and have the authority to control the conduct of students while under  
13 the care and supervision of the District.<sup>2</sup>

14 Infractions of Bartlett City Schools’ codes of discipline listed below are grouped into categories  
15 according to the seriousness of the offense. This list is not intended to be exclusive or all inclusive  
16 and apply to conduct occurring both in-person and through remote learning activities.

17 Any Principal, principal-teacher, or assistant principal (herein Principal) may suspend/expel any  
18 student from attendance at school, specific classes, virtual classes, remote learning opportunities,  
19 school bus transportation, or any on or off campus school-related activity without issuing such  
20 student in-school suspension, for good and sufficient reasons including, but not limited to, the  
21 infractions listed below. For infractions not specifically listed below, school principals shall assign  
22 discipline in accordance with the category that appears to be comparable to the offenses  
23 specifically listed in the category.

24 **REMOVAL OF STUDENT<sup>3</sup>**

25 If a student repeatedly or substantially interferes with the learning environment, the teacher may  
26 submit a written request along with the required documentation to the Principal or his/her  
27 designee to remove the student from the teacher’s classroom. The student will be given notice of  
28 the rationale for the request as well as the opportunity to offer an explanation.

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<sup>1</sup> T.C.A. §49-6-4012 - 4015

<sup>2</sup> T.C.A. §49-6-2804

<sup>3</sup> T.C.A. §49-6-2804

1 The Principal or his/her designee will investigate the request and make a decision regarding the  
2 student's placement. The Principal will then notify the teacher as to his/her decision.

3 If a teacher abuses or overuses the student removal process, the Principal or his/her designee  
4 shall address the abuse or overuse with the teacher and may require the teacher to complete  
5 additional professional development to improve the teacher's classroom management skills.

#### 6 Appeal Process

7 If the teacher's request for removal is denied, s/he may file an appeal with the Superintendent or  
8 his/her designee. S/he will review the teacher's request for removal as well as the Principal or  
9 Principal designee's decision and make a determination as to the student's placement.

#### 10 Category A – State Zero Tolerance Offenses

- 11 1. Aggravated Assault resulting in serious bodily injury upon any teacher, principal,  
12 administrator, school resource officer, or any other school employee;
- 13 2. Unlawful possession, sale, or evidence of use of drugs/narcotics at school or at a school-  
14 sponsored activity;
- 15 3. Unauthorized possession of a firearm on school property or at a school sponsored activity.

#### 16 Penalty for Category A Offenses

17 Expulsion/Suspension for 180

18 Notification will be made to law enforcement authorities. Any modification of this penalty can only  
19 be made by the Superintendent.

#### 20 Category B

- 21 1. Possession of a knife or any potentially lethal weapon, taser, or explosive on school  
22 property or at a school-sponsored activity;
- 23 2. Evidence of drinking or possession of alcoholic beverages in school or at a school  
24 sponsored activity;
- 25 3. Off-campus criminal behavior resulting in a felony charge, when the behavior poses a  
26 danger to persons or property or disrupts the educational process;
- 27 4. Gang activities-Activity that is threatening and/or intimidating, harassing in nature or  
28 recruiting; gang notebooks with gang pledges, codes and symbols that are used in  
29 communication such as threats and warnings and recruiting; gang related fights, and all  
30 types of violent acts; gang graffiti especially drawn on school property (bathrooms,  
31 lockers and hall walls); electronic devices such as cell phones with recognized gang text,  
32 with gang symbols, signs and language that is threatening and/or intimidating;
- 33 5. Use, possession, sale, distribution, and/or being under the influence of any edible, vape,  
34 or other product containing THC or THC like substance, including Delta 8 products.
- 35 6. Evidence of use or possession of drug paraphernalia, substances for huffing, any  
36 substance under guise of it being a controlled substance or prescription drug, and/or  
37 medical preparations without proper medical authorization.
- 38 7. Possession, use or distribution of counterfeit money on school property or at any school  
39 sponsored activity.
- 40 8. Assault upon any student, teacher, principal, administrator, school resource officer, or any  
41 other school employee.
- 42 9. Continuous and/or severe Category C Offenses

1 Penalty for Category B Offenses

2 Out-of-School Suspension or Expulsion (11-180 day)

3 When appropriate, notification will be made to law enforcement authorities. Modification of this  
4 penalty can be made by the Superintendent or the Disciplinary Hearing Authority.

5 Category C

- 6 1. Threatening bodily harm to school personnel, including transmitting by an electronic  
7 device any communication containing a credible threat to cause bodily injury or death to  
8 a school employee and the transmission of such threat creates actual disruptive activity  
9 at the school that requires administrative intervention;
- 10 2. Making a threat, including a false report, to use a bomb, dynamite, any other deadly  
11 explosive or destructive device, including chemical weapons, on school property or at a  
12 school-sponsored event;
- 13 3. Smoking and or the possession of tobacco products by students while in or on school,  
14 properties or under school's jurisdiction during school hours or while participating in  
15 a school-sponsored event;
- 16 4. Gang activities-any gang related activity not specified in Category B;
- 17 5. One (1) or more students initiating a physical attack or an individual student on school  
18 property or at a school-sponsored activity;
- 19 6. Malicious destruction of or damage to school property, including electronic media, or the  
20 property of any person attending or assigned to the school;
- 21 7. Stealing or misappropriation of school or personal property (regardless of intent to return);
- 22 8. Immoral or disreputable conduct;
- 23 9. Continuous and/or severe Category D Offenses

24 Penalty for Category C Offenses

25 In-School Suspension, Out-of School Suspension, or applicable suspension from remote learning  
26 activities.

27 When appropriate, notification will be made to law enforcement authorities.

28 Category D

- 29 1. Open or continued defiant attitude or willful disobedience toward a member of school staff;
- 30 2. Vulgar, profane, immoral/disreputable or rude remarks or non-verbal action to staff  
31 member or fellow student;
- 32 3. Physical or verbal intimidation or threats to other students, including hazing;
- 33 4. Threatening bodily harm to another student, including transmitting by an electronic device  
34 any communication containing a credible threat to cause bodily injury or death to a student  
35 and the transmission of such threat creates actual disruptive activity at the school that  
36 requires administrative intervention;
- 37 5. Fighting in or on school property unless, in accordance with state law, the principal  
38 recommends no disciplinary action for a student who is deemed to have acted in self-  
39 defense or defense of another;
- 40 6. Possession of mace or disabling sprays;
- 41 7. Inappropriate use of electronic media, including, but not limited to, all calls (land line,  
42 cellular or computer generated), instance messaging, text messaging, audio recording  
43 devices, iPods, MP3s or any type of electronic music or entertainment device, and  
44 cameras and camera phones;

- 1 8. Sexual, racial, ethnic, or religious harassment/discrimination;
- 2 9. Bullying, intimidation, and harassment
- 3 10. Refusal to produce an object identified by metal detectors;
- 4 11. Inciting, advising or counseling of others to engage in any acts in Categories A, B, or C
- 5 12. Continuous and/or severe Category E Offenses

6 Penalty for Category D Offenses

7 Parent-Principal Conference, Before/After School Detention/Saturday School, In-School  
8 Suspension, Out-of School Suspension, or applicable suspension from remote learning activities.

9 Category E

- 10 1. Habitual and/or excessive tardiness;
- 11 2. Class cutting;
- 12 3. Intentional disturbance of class, cafeteria or school activities;
- 13 4. Leaving school grounds without permission;
- 14 5. Being in an unauthorized area with permission;
- 15 6. Tampering with grades or report cards;
- 16 7. Possession of lighters or matches;
- 17 8. Unauthorized use of beepers, cellular phones or other electronic communication devices  
18 during school hours.
- 19 9. Inciting, advising or counseling others to engage in any acts in Category D;
- 20 10. Dress code violation, including wearing, while on school grounds during the regular school  
21 day or while participating in remote learning activities, clothing that exposes underwear or  
22 body parts in an indecent manner that disrupts the learning environment.

23 Penalty for Category E Offenses

24 Parent-Principal Conference, Before/After School Detention/Saturday School, In-School  
25 Suspension, or applicable suspension from remote learning activities

26 ADDITIONAL GUIDELINES

- 27 1. A student shall not be suspended solely because charges are pending against him/her in  
28 juvenile or other court.
- 29 2. A principal shall not impose successive short term suspensions that cumulatively exceed  
30 ten (10) days for the same offense.<sup>4</sup>
- 31 3. A teacher or other school official shall not reduce or authorize the reduction of a student's  
32 grade because of discipline problems except in deportment or citizenship.
- 33 4. A student shall not be denied the passing of a course or grade promotion solely on the  
34 basis of absences except as provided by board policy.
- 35 5. A student shall not be denied the passing of a course or grade promotion solely on the  
36 basis of failure to:
  - 37 a. Pay any activity fee;
  - 38 b. Pay a library or other school fine; or
  - 39 c. Make restitution for lost or damaged school property.

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<sup>4</sup> T.C.A. §49-6-3007(h)