



**POLICY 506**

District 4189-07  
Legacy of Dr. Josie R. Johnson Montessori School  
Reviewed June 30, 2023

**506 STUDENT DISCIPLINE**

**I. PURPOSE**

The purpose of this policy is to ensure that students are aware of and comply with the school district's expectations for student conduct. Such compliance will enhance the school district's ability to maintain discipline and ensure that there is no interference with the educational process. The school district will take appropriate disciplinary action when students fail to adhere to the Code of Conduct established by this policy.

**II. DEFINITION**

- A. "Removal from class" and "removal" mean any actions taken by a teacher, principal, or other school district employee to prohibit a student from attending a class or activity period for a period of a time not to exceed five (5) days, pursuant to this discipline policy.
- B. "Dismissal" means the denial of the current educational program to any student, including exclusion, expulsion, and suspension. Dismissal does not include removal from class.
- C. "Suspension" means an action by the school administration, under rules set forth by the school board, that prohibits a student from attending school for a period of no more than 10 school days, provided, however, if a suspension is longer than five school days, the suspending administrator shall provide the superintendent or its designee with a reason for the longer term of suspension. This definition does not apply to dismissal for one school day or less, except as may be provided in a federal law for a student with a disability.
- D. "Expulsion" means a school board action to prohibit an enrolled student from further attendance for up to 12 months from the date the student is expelled. The authority to expel rests with the school board.
- E. "Exclusion" means an action taken by a school board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. The authority to exclude rests with the school board.

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F. "Hazing" means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other purpose. "Student organization" means a group, club or organization having students as its primary member's participants. It includes grade levels, classes, teams, activities or particular school events.

### **III. GENERAL STATEMENT OF POLICY**

The school board recognizes that individual responsibility and mutual respect are essential components of the educational process. The school board further recognizes that nurturing the maturity of each student is of primary importance and is closely linked with the balance that must be maintained between authority and self-discipline as the individual progresses from a child's dependence on authority to the more mature behavior of self-control.

All students are entitled to learn and develop in a setting which promotes respect of self, others, and property. Although this policy emphasizes the development of self-discipline, it is recognized that there are instances when it will be necessary to administer disciplinary measures. This policy is adopted in accordance with and subject to the Minnesota Pupil Fair Dismissal Act and applies to all students in the district.

#### **A. PHILOSOPHY ON CONDUCT AND DISCIPLINE**

It is the philosophy of District 4189-07 Legacy of Dr. Josie R. Johnson Montessori School to establish and maintain an orderly school environment that allows teachers to teach and students to learn. It is further the philosophy at Legacy of Dr. Josie R. Johnson Montessori School that:

1. Responsibility for student behavior is shared by school staff, administration, the parents and students themselves.
2. Individual teacher classroom management skills are the single most important contributor to good discipline in school and should include measures that are proactive.
3. A fair, firm and consistent procedure to deal with discipline problems after they occur must be communicated and administered by school personnel.
4. Support personnel will assist in facilitating and maintaining an effective learning environment.
5. Improvements in school discipline are directly related to bettering the school environment which is brought about by improving the curriculum, improving teacher skills and improving student self-control.

#### **B. RESPONSIBILITIES**

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1. School Board

The board shall set policies for the organization, management and control of the school district; acting through the Head of School or his or her designee, will hold school employees for student behavior and student safety while the students are legally under school supervision; has the authority to expel and exclude students from school; will be an avenue of appeal for parents and students who have appealed their concerns through the appropriate channels (Head of School or his or her designee).

2. Head of School.

The Head of School or his or her designee shall establish all necessary procedures, rules and regulations to make effective the School Board policies relating to the standards of student behavior and shall be responsible to the School Board for discipline in the public schools.

3. The Head of School or his or her designee shall hold all school personnel, students, and parents responsible for conforming to this policy and support all school personnel performing their duties within the framework of this policy. The Head of School or his or her designee shall recommend student expulsion and exclusion to the board of education; will be an avenue of appeal for students and parents who have appealed their concerns through the appropriate channels ( Head of School or his or her designee).

4. Administrative Team. The Administrative Team shall provide support and assistance to the Head of School and staff in needed situations. The Administrative Team shall be responsible to the Head of School or his or her designee relating to standards of student behavior and implement all necessary procedures, rules and regulations to make effective school board policies for student behavior.

5. Head of School or Principals. The Head of School or his or her designee or principal is given the responsibility and authority to formulate building rules and regulations necessary to enforce this policy, subject to final school board approval. The Head of School or his or her designee or principal shall give direction and support to all school personnel performing their duties within the framework of this policy. The Head of School or his or her designee or principal shall consult with parents of students conducting themselves in a manner that is contrary to the policy. The Head of School or his or her designee or principal shall also involve other professional employees in the disposition of behavior referrals and shall make use of those agencies appropriate for assisting students and parents.

6. Teachers. The teachers have the responsibility to provide the best possible education by creating and maintaining an atmosphere conducive to

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learning, to respect all students and parents as individuals and to provide good communication with staff, parents, students and community. Teachers are expected to communicate to students a classroom management plan.

7. Other School District Personnel. All school district personnel shall be responsible for contributing to the atmosphere of mutual respect within the school. Their responsibilities relating to student behavior shall be as authorized and directed by the Head of School or his or her designee.
8. Parent and Guardian Responsibilities. Parents and guardians have the responsibility to see that the child attends school on a regular basis, to support school rules, to work together with the student and school personnel and to accept legal responsibility for behavior of the student, as established by law and common practice.
9. Students. All students shall be held individually responsible for their behavior and for knowing and obeying the Code of Student Conduct outlined in this policy.
10. Community Members. Members of the community are expected to contribute to the establishment of an atmosphere in which the rights and duties are effectively acknowledged and fulfilled.

### **C. STUDENT RIGHTS AND RESPONSIBILITIES**

1. All students have the right to an education and the right to learn.
2. Students in District 4189-07 Legacy of Dr. Josie R. Johnson Charter School have the following responsibilities including but not limited to:
  - a. Attend school daily, except when excused by school authorities and to be on time to all classes and other school functions;
  - b. Pursue and attempt to complete the course of study prescribed by state and local school authorities;
  - c. Assist school staff in maintaining a safe school for all students enrolled therein;
  - d. Make necessary arrangements for making up work when absent from school;
  - e. Be aware of all school rules and regulations and to accept the consequences if rules are broken;
  - f. Assume that until a rule is waived, altered or repealed it is in full effect;
  - g. Be aware of and comply with state and local laws;
  - h. Be willing to volunteer information in disciplinary cases and cooperate with school staff should they have important knowledge relating to

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- such cases;
- i. Protect and take care of the school's property;
  - j. Dress and groom to meet fair standards of safety and health and common standards of decency;
  - k. Avoid inaccuracies, indecent or obscene language, in student newspapers or publications; l. Express ideas in a manner that will not offend or slander others.
  - m. Conduct themselves in an appropriate physical or verbal manner; and
  - n. Recognize and respect the rights and property of others.

#### **D. STUDENT CODE OF CONDUCT**

1. Introduction - Disciplinary action may be taken against students for any behavior which is disruptive of good order, violates the rights of others, or violates school rules and regulations. This policy applies to all school buildings, school grounds, school property; school-sponsored activities or trips; school bus stops; school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes; the area of entrance or departure from school premises or events; and all school-related functions. This policy also applies to any student whose conduct at any time or in any place interferes with or obstructs the mission or operation of the school district or the safety or welfare of the student, other students, or employees.
2. The following sections outline prohibited acts, disciplinary actions, no tolerance behaviors and procedures.
  - a. Truancy and Unauthorized Absences
    - i. As required by current statutes, regulations of the State Department of Education and the School Board of this district, students shall be in attendance each day that school is in session. The authority to decide whether an absence is in excess shall rest with the Head of School or his or her designee and the school Social Worker. Students are expected to complete all missed assignments within a reasonable period of time.
    - ii. Truancy, for the purpose of this policy, is the absence of one's self from school or class without the approval of the school or leaving school grounds without permission.
    - iii. The school district may terminate the enrollment of a nonresident student enrolled under the Enrollment Option Program or Enrollment in a Nonresident District at the end of the school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy, and the student's case has been referred to Hennepin County's Be@School program.

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- b. Damage to School or Personal Property
- i. Vandalism: Damage to or destruction of school property or property of others by students is vandalism.
  - ii. Theft: Theft is the act of intentionally (without ownership) taking, using, transferring, or retaining possession of movable property of another without consent and with intent to deprive the owner permanently of the property or is the act of finding lost property not making reasonable effort to find the owner.
  - iii. Arson: Intentional destruction or damage to school or district buildings or property by means of fire.
- c. Physical Assault: Acting with intent to cause fear in another person of immediate bodily harm or death, or intentionally inflicting or attempting to inflict bodily harm upon another person.
- d. Verbal Assaults: Verbal assaults are abusive, threatening, profane or obscene language (either oral or written) including conduct which degrades people because of their race, religion, gender, ethnic background or physical or mental disabilities.
- e. Sexual Harassment and Violence: Sexual harassment (some forms of which may also include sexual violence) shall be defined as those actions that consist of unwelcome sexual advances, sexual favors, sexually motivated physical conduct or other verbal or physical conduct communication of a sexual nature when that conduct or communication has a purpose or effect of substantially or unreasonably interfering with an individual's employment or education, or creating an intimidating, hostile, or offensive employment or education environment.
- f. Hazing: Hazing means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other purpose. Student organization means a group, club or organization having students as its primary member's participants. It includes grade levels, classes, teams, activities or particular school events. A student organization does not have to be an official school organization to come within the terms of this definition. The term hazing includes, but is not limited to:
- i. Any type of physical brutality such as whipping, beating, striking, branding, electronic shocking or placing a harmful substance on the body.
  - ii. Any type of physical activity such as sleep deprivation, exposure to weather, confinement in a restricted area, calisthenics or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
  - iii. Any activity involving the consumption of any alcoholic beverage, drug,

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tobacco product or other food, liquid, or substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.

- iv. Any activity that intimidates or threatens the student with ostracism, that subjects a student to extreme mental stress, embarrassment, shame or humiliation, that adversely affects the mental health or dignity of the student or discourages the student from remaining in school.
- v. Any activity that causes or requires the student to perform a task that involves violation of state or federal law or of school district policies or regulations.

g. Threats and Disruptions:

- i. Dangerous threats: Threats to normal school operations, school activities, or individuals including but not limited to the reporting of dangerous or hazardous situations that do not exist.

- ii. Bomb threats:

The safety of students and staff is of paramount importance. It is recognized however, that the vast majority of bomb threats are pranks meant to disrupt the educational mission of the school district and that the mandatory evacuation of school buildings may encourage such prank threats. While the following policy is intended to permit its employees to exercise judgment in balancing safety and uninterrupted education, the board trusts that in making decisions, its employees will, if reasonable doubt exists, favor the safety of students and staff.

Each school building will follow a procedure for dealing with bomb threats (further referenced in Policy 806, Crisis Management Policy). The procedure will be approved by the Head of School or his or her designee or his or her designee and will include the following elements:

- a) Plans for periodic in-service of building staff which indicate the procedures to be followed when a bomb threat is received.
- b) Plans for the evacuation of the school building and housing or transportation of students as needed.
- c) Immediate notification of the Head of School or his or her designee or building principal, and law enforcement authorities.
- d) Assessment by the Head of School or his or her designee or building principal of the information available, gathering of further information if he/she feels it is needed and determination of whether the building should be evacuated. Authority for evacuation

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of the building will rest with the Head of school or his or her designee, consulting if possible with law enforcement authorities and the Superintendent's Office.

d) Following the evacuation of a building, the decision to reoccupy the building will be made by the Head of School or his or her designee only after receiving the advice of law enforcement authorities.

ii. Terroristic Threats: Threatening, directly or indirectly, to commit any crime of violence with the effect of terrorizing another.

iv. School disruptions: Actions which disturb or interrupt the peace and good order of the school or school-sponsored activities.

v. Opposition to authority using physical force or violence.

#### h. Alcohol, Tobacco, and Other Drugs

i. Alcohol: Students are prohibited from using, possessing or being under the influence of alcoholic beverages at school, on school grounds or at school sponsored activities.

ii. Drugs: Students at school, school sponsored activities, or on school grounds are prohibited possessing or using any narcotic or controlled substance where possession or use is prohibited by Minnesota or federal law. This includes the use of inhalants as non-prescriptive, mood-altering chemicals. Students may not share a prescription drug or over-the-counter drug with other students. Students may not share or possess drug paraphernalia of any kind.

iii. Tobacco: Students are prohibited from using or possessing tobacco in any form at school, at school-sponsored activities and on school grounds.

i. Harmful or Nuisance Articles: The possession or use of articles that are nuisances, illegal or that may cause harm to persons or property is prohibited at school and school-sponsored activities. Possession of nuisance devices or objects which cause distractions and may facilitate cheating, including but not limited to pagers, radios, and phones, including picture phones, and other electronic devices are prohibited.

j. Failure to Identify Oneself: Failure to provide proper identification upon request of a staff member.

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- k. The violation of any state or local law or the violation of any federal law. l. Violation of school bus or transportation rules and the school bus safety policy.
- m. Violation of parking or school traffic rules and regulations, including but not limited to, driving on school property in such a manner as to endanger persons or property.
- n. Violations of directives or guidelines relating to lockers or improperly gaining access to a school locker.
- o. Possession or distribution of slanderous, libelous, or pornographic materials.
- p. Falsification of records, documents, notes, or signatures.
- q. Scholastic dishonesty, which includes, but is not limited to, cheating on a school assignment or test, plagiarism, or collusion, including the use of picture phones or other technology to accomplish this end.
- r. Impertinent or disrespectful language toward teachers or other school district personnel.
- s. Sexual and/or racial abuse and/or harassment (further outlined in School Board Policy 526 Harassment and Hazing).
- t. Bullying (further outlined in School Board Policy 514).
- u. Internet misuse, cyber bullying, and misuse of other electronic devices (further outlined in School Board Policy 524, Student Use of Information Technology).
- v. Any and all other acts, as determined by the school district, which are disruptive to the educational process.

3. Definition and Enumeration of Zero Tolerance Behaviors:

In accordance with the federal Gun Free Schools Act of 1994 and in alignment with District 4189-07's intolerance of violence in activities sponsored by the school or on school grounds, or in any location specified in this policy, the following behaviors are subject to "Weapons and Zero Tolerance."

- a. Possession of Weapons: Students may not possess or distribute weapons, ***Legacy of Dr. Josie R. Johnson Montessori School***



look-alike weapons, or other dangerous objects. "Possession" refers to having a weapon on one's person or in an area subject to one's control on school property or at a school activity. "Possession" does not apply to firearm safety, color guard or marksmanship courses or activities that may be conducted on school property. "Weapon" means any firearm, whether loaded or unloaded, any device or instrument designed as a weapon or through its use capable of threatening or producing great bodily harm or , or any device or instrument that is used to threaten or cause bodily harm or death. Some of weapons are: guns (including pellet guns, paint-ball guns, look-alike guns, non-functioning guns that could be used to threaten others), knives, clubs, metal knuckles (used in a threatening manner), nunchucks, throwing stars, explosives, fireworks, stun guns, ammunition and mace.

The school board will expel for 365 days any student who brings a weapon to school, engages in aggravated assault, makes terroristic threats, sells or distributes illegal and legal drugs, burglarizes the school, or engages in sexual misconduct. The Head of School or his or her designee may modify such expulsion on a case-by-case basis.

Further provisions relating to weapons are outlined in School Board Policy 501, Weapons.

- b. Aggravated Assault: Committing an assault upon another person with a weapon, or an assault which inflicts great bodily harm upon another person.
- c. Selling and/or Distributing Drugs or Alcohol on School Property: Selling or distributing, or intending to sell or distribute, alcohol, any narcotic or controlled substance where sale or distribution is prohibited by Minnesota or federal law.

Administrative Discretion Regarding Possession:

i. Pre-K-6

A student who finds a weapon or dangerous object on the way to school or in a school location, or a student who discovers that he or she accidentally has a weapon in his or her possession, and takes the weapon immediately to the principal's office, shall not be considered to possess a weapon. If it would be impractical or dangerous to take the weapon to the administrator's office, a student shall not be considered to possess a weapon if he or she immediately turns the weapon over to an administrator; teacher, coach, bus driver, or responsible adult, or immediately notifies an administrator, teacher, coach, bus driver or responsible adult of the weapon's location.

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ii. K-5

Elementary administrators are directed to take into account the age and maturity of K-5 students in those instances where a weapon, as defined above, is inadvertently brought to school.

d. Sexual Misconduct: Engaging in nonconsensual sexual intercourse or sexual contact with another person, including intentional touching of clothing covering a person's intimate parts, or intentional removal or attempted removal of clothing covering a person's intimate parts or clothing covering a person's undergarments, if the action is performed with sexual or aggressive intent.

e. Burglary: Entering a school building without consent and with intent to commit a crime, or entering a school building without consent and committing a crime.

4. Procedure for Notifying Students and Parents or Guardians of Violations - Parents shall be notified as deemed appropriate by school personnel of the rules of conduct and resulting disciplinary actions except as provided otherwise by the Pupil Fair Dismissal Act of 1974. Students shall be notified of violations of the Rules of Conduct and resulting disciplinary actions verbally except as provided otherwise by the Minnesota Pupil Fair Dismissal Act.
5. Procedures for Appeal of Decisions - In all cases involving school rule infractions with disciplinary actions up to and including suspension, the decision of the Head of School or his or her designee shall be final. However, a student and/or parent may ask the Head of School or his or her designee to reconsider a decision. Likewise the Director of Teaching & Learning or Director of Special Education, or the Director of Engagement & Enrichment may ask the Head of School or principal to reconsider a decision.
6. Maintenance of Student Discipline Records - It is the policy of the school district that complete and accurate student discipline records be maintained. The collection, dissemination, and maintenance of student discipline records shall be consistent with applicable school district policies and federal and state law, including the Minnesota Government Data Practices Act.
7. Interaction with Law Enforcement Authorities - School officials will work with law enforcement authorities whenever it is necessary for the well-being of the students and school personnel.

## **E. REMOVAL FROM CLASS**

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1. Grounds for Removal:

It is the general policy of the school district to utilize progressive discipline to the extent reasonable and appropriate based upon the specific facts and circumstances of student misconduct. The specific form of discipline chosen in a particular case is solely within the discretion of the school district. At a minimum, violation of school district rules, regulations, policies, or procedures will result in discussion of the violation and a verbal warning.

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school district shall, however, impose more severe disciplinary sanctions for any violation, including exclusion or expulsion, if warranted, by the student's misconduct, as determined by the school district.

2. Grounds for removal from class shall include any of the following:

- a. Willful conduct that significantly disrupts the rights of others to an education, including conduct that interferes with a teacher's ability to teach or communicate effectively with students in a class or with the ability of other students to learn;
- b. Willful conduct that endangers surrounding persons, including school district employees, the student or other students, or the property of the school;
- c. Willful violation of any school rules, regulations, policies, or procedures, including the Code of Student Conduct in this policy; or
- d. Other conduct, which is at the discretion of the teacher or administration, requires removal of the student from class.

3. Disciplinary action may include, but is not limited to, one or more of the following: a. Student conference with teacher, administrator, social worker or other school district personnel, and verbal warning;

- b. Parent contact;
- c. Parent conference;
- d. Removal from class;
- e. In-school suspension;
- f. Suspension from extracurricular activities;
- g. Detention or restriction of privileges;
- h. Loss of school privileges;
- i. In-school monitoring or revised class schedule;
- j. Referral to in-school support services;
- k. Referral to community resources or outside agency services;
- l. Financial restitution;
- m. Referral to police, other law enforcement agencies, or other appropriate authorities;
- n. A request for a petition to be filed in district court for juvenile delinquency adjudication;
- o. Out of school suspension under the Pupil Fair Dismissal

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Act;

- p. Preparation of an admission or readmission plan;
- q. Expulsion under the Pupil Fair Dismissal Act;
- r. Exclusion under the Pupil Fair Dismissal Act; and/or
- s. Other disciplinary action as deemed appropriate by the school district.

#### 4. Procedures for Removal of Students from Class

- a. Teachers have the responsibility of attempting to modify disruptive student behavior by such means as conferring with the student, using positive reinforcement, assigning detention, or other consequences, or contacting the student's parents. When such measures fail, or when the teacher determines it is otherwise appropriate based on the student's conduct, the teacher shall have the authority to remove the students from class pursuant to the procedures established in this policy. "Removal from class" and "removal" mean any actions taken by a teacher, principal, or other charter school employee to prohibit a student from attending a class or activity period for a period of a time not to exceed five (5) days, pursuant to this discipline policy.
- b. Temporary removal from class is the short-term exclusion of a student. Students removed from class shall be the responsibility of the Head of School or his or her designee. Students shall be removed from class only upon agreement of the appropriate teacher and principal after an informal administrative conference with the pupil. The decision regarding removal shall ultimately be up to the Head of School or his or her designee. The removal from class may be imposed without an informal administrative conference where it appears that the student will create an immediate disruption and/or substantial danger to himself or to persons or property around him. The length of time of removal from class shall be at the discretion of the Head of School or his or her designee after consultation with the teacher. Students shall be returned to class upon completion of the terms of the removal established at the informal administrative conference including but not limited to the completion of any make-up work.
- c. Removal from class for the remainder of the term or removal to an alternative class may be made at the discretion of the Head of School or his or her designee after consultation with the teacher, parent and student. Suspension is the short-term exclusion of the student from school during which the school is relieved of custody of the child. Suspension, exclusion and expulsion shall be utilized in accord with the Minnesota Pupil Fair Dismissal Act.

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## **F. DISMISSAL**

1. "Dismissal" means the denial of the current educational program to any student, including exclusion, expulsion, and suspension. Dismissal does not include removal from class.
2. The school district shall not deny due process or equal protection of the law to any student involved in a dismissal proceeding which may result in suspension, exclusion, or expulsion.
3. "Suspension" means an action by the school administration, under rules set forth by the school board, that prohibits a student from attending school for a period of no more than 10 school days, provided, however, if a suspension is longer than five school days, the suspending administrator shall provide the superintendent or its designee with a reason for the longer term of suspension. This definition does not apply to dismissal for one school day or less, except as may be provided in a federal law for a student with a disability.
4. "Expulsion" means a school board action to prohibit an enrolled student from further attendance for up to 12 months from the date the student is expelled. The authority to expel rests with the school board.
5. "Exclusion" means an action taken by a school board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. The authority to exclude rests with the school board.
6. All expulsion and exclusion proceedings will be held pursuant to and in accordance with the provisions of the Minnesota Pupil Fair Dismissal Act.

## **G. PROCEDURES FOR THE RETURN OF A STUDENT TO CLASS**

The procedure for return of a student to class following removal from class or following a suspension will be based upon the conditions for which the student was removed. Procedures will range from an informal conversation to a formal readmittance conference.

## **H. DISABLED STUDENTS - SPECIAL PROVISIONS**

1. Further Assessment - The IEP team shall consider the need for further assessment for any special education students whose needs may have changed because of ongoing disciplinary problems.

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2. Review of Current IEP: The IEP team shall consider whether the IEP remains appropriate because of ongoing disciplinary problems.
3. Special Education Referrals: If a principal or teacher suspects any student exhibiting disciplinary problems may have a disability, the principal or teacher should refer the student to the Child Study Team.

#### **I. PROCEDURES FOR ENCOURAGING EARLY INVOLVEMENT OF PARENTS OR GUARDIANS IN ATTEMPTS TO IMPROVE A STUDENT'S BEHAVIOR**

All school district employees are encouraged to take a special interest in the welfare of each student. Parent phone numbers will be made available so that employees may contact parents with specific concerns. Bus drivers, teachers and principals, are instructed to contact parents regarding discipline infractions.

#### **J. PROCEDURES FOR ENCOURAGING EARLY DETECTION OF BEHAVIORAL PROBLEMS**

Teachers and administrators may consult appropriate support personnel and other resources as may be available on any ongoing discipline problem.

#### **K. PROCEDURES FOR DETECTING AND ADDRESSING CHEMICAL ABUSE PROBLEMS OF STUDENTS WHILE ON SCHOOL PREMISES**

Students who are observed in possession of paraphernalia or who are observed having possessed, provided, or consumed chemicals at or before entering school, at or before attending a school sponsored activity, and on or before entering school property will be reported to the Head of School or designee. An investigation will occur. The Head of School or designee will notify the appropriate law enforcement agency, inform the parent(s) or guardian(s), and assist in making arrangements for the student's removal from school.

#### **L. VIOLENCE PREVENTION**

Independent School District 4189-07 shall take proactive measures to eliminate violence in our schools by protecting children whose health or welfare may be jeopardized through acts of violence. It will be the responsibility of Legacy of Dr. Josie R. Johnson charter school to make school safe by promoting safe and secure learning environments. The district encourages the implementation of prevention

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strategies such as those outlined below. 1. Provide training in recognition, prevention and safe responses to violence and development of a positive school climate.

2. Coordinate a local school security review committee or task force composed of school officials, law, parents, students and other youth service providers to advise on policy implementation.
3. Develop a comprehensive crisis management plan at the community and inter-agency levels for unforeseen events such as: bomb threat, shooting or stabbing and train all personnel in implementing this plan.
4. In-service school personnel in aspects of reporting, visibility and supervision as deterrents to violence.
5. Promote student safety responsibility by encouraging the reporting of suspicious individuals and unusual activities on school grounds.
6. Explore ways of teaching students violence prevention strategies, law-related education and conflict resolution within the present curriculum review process.
7. Promote the development of cross-cultural awareness.

#### **M. SUSPENSION: EXCLUSION, AND EXPULSION**

The Minnesota Pupil Fair Dismissal Act shall be considered as a part of the District 4189-07 Disciplinary Policy.

#### **N. CORPORAL PUNISHMENT PROHIBITED**

1. Pursuant to Minnesota Statute all district staff are prohibited from using corporal punishment. Corporal punishment is defined as:
  - a. Hitting or spanking a person with or without an object; or
  - b. Unreasonable physical force that causes bodily harm or substantial emotional harm
2. Appropriate Force - Appropriate force is defined by Minnesota statute as:
  - a. Reasonable physical force may be used to quell a disturbance, to obtain possession of weapons or dangerous objects on the pupil or within the immediate control of the pupil to defend oneself or others or to prevent harm to another person or school property.
  - b. Reasonable force may be used by a staff member, in the exercise of lawful

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authority to restrain or correct such child or pupil or when necessary to restrain the child from self-injury or injury to others.

**3. Support Services**

- a. A staff member will be assigned to represent the school district, as needed, on the multidisciplinary child intake team for the county.
- b. Students will have access to student services professionals, including licensed school professionals such as may be available including school nurses, school social workers and school psychologists.

- 4. Reporting Maltreatment of Minors** - Individuals who know or suspect an incident of corporal punishment should report this information to the administrator of the facility or event where the incident occurred. When carrying out reporting procedures as required by state legislation, staff who report to welfare or law enforcement agencies that a child is being physically or sexually abused will be protected and supported by the school district. This support and protection applies when an educator must report a colleague.

**O. NOTIFICATION TO STUDENTS AND PARENTS OF THE SCHOOL DISTRICT POLICY ON DISCIPLINE**

1. The district will notify students and parents of the existence and contents of this policy in such a manner as it deems appropriate. A summary description of this policy together with information on where to locate the full policy shall be published in Student or Parent Handbook and distributed to all students during the first month of the school year. In addition, this policy shall be posted on the district website and a copy available upon request in each principal or Head of School's office. Nothing in this policy is intended to conflict with the Pupil Fair Dismissal Act of 1974.
2. Parents shall be notified, as deemed appropriate by school personnel, of violation of the rules of conduct and resulting disciplinary actions except as provided otherwise by the Pupil Fair Dismissal Act of 1974. Students shall be notified of violations of the Code of Conduct and resulting disciplinary actions verbally except as provided otherwise by the Pupil Fair Dismissal Act of 1974.

**P.** The school board shall conduct an annual review of this policy.

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