

# STUDENT CODE OF CONDUCT

*and Related  
Policies and Regulations  
of the  
Fort Lee Board of Education*

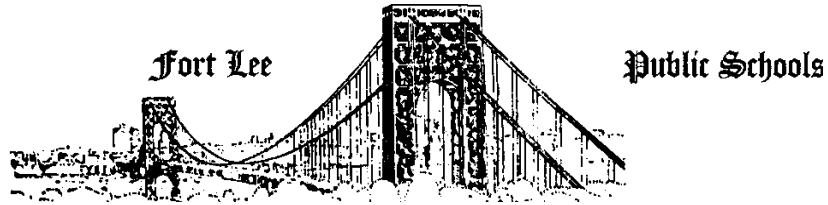


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**Fort Lee  
Public Schools**

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## Fort Lee Public Schools Student Code of Conduct

The *Code of Conduct* has been prepared in conjunction with members of the community, students, teachers, and administrators to gather input and assure representation of diverse views. School rules will continue to be developed in a manner that involves all stakeholders in the development and implementation of fair school rules.

The *Code of Conduct* reflects the ethics and values of the Fort Lee community. To address and respond to the ongoing collection of data on school violence, vandalism, harassment, intimidation, and bullying, and attendance, the code will be reviewed annually by the educational community through a meeting of students, parents, teachers and administrators and will be disseminated annually to students, parents, and staff via electronic and other media.

The Superintendent will provide information to the Board of Education, the community, and the New Jersey Department of Education through annual reports on student conduct.

### ***Beliefs***

This *Code of Conduct* is designed to promote a healthy and safe school environment that encourages the academic, social, and emotional development of all students. A disciplined environment is essential to achieving these ends. This *Code of Conduct* is intended to enable the development of self-discipline in all students. Both positive and negative consequences of behavior are recognized as necessary to encourage appropriate behavior and discourage inappropriate behaviors that would interfere with the goals and missions of the schools.

Students are entitled to work in a school setting free of harassment, intimidation, bullying, and violence. As such, the Fort Lee Public Schools will maintain a safe environment free of harassment, intimidation, bullying, and violence, in accordance with district policies.

Additionally, the Fort Lee Public Schools will not tolerate the illegal possession of weapons, alcohol, tobacco, e-cigarettes, vaping devices and/or other related paraphernalia, or other controlled dangerous substances on any school property or at any school function on or off school property. Any violation involving these items will bring severe sanctions, and involvement of law enforcement officials should be expected. Also be advised that carrying

or using a firearm will carry with it the most swift and severe of sanctions available to the Board.

## ***Student Rights***

1. Students shall have the right to participate in a school that is physically safe from internal and external threats.
2. Students shall have the right to learn in an environment free of harassment, intimidation, and bullying from peers or adults.
3. Students shall have the right to be respected by their teachers and their peers.
4. Students shall have the right to expand their experiences and opportunities through a challenging program of academic and extracurricular activities.
5. Students shall have the right to be educated in an environment that recognizes and supports their cognitive learning styles.
6. Students shall have the right to express their opinions in a responsible manner and to take part in their education as appropriate for their age and maturity.
7. Students shall have the right to know the rules and expectations for their behavior.

## ***Student Responsibilities***

1. Students shall be responsible for respecting school property, insuring that safe conditions continue in the schools.
2. Students shall be responsible for their behavior and shall refrain from harassing, intimidating, or bullying others.
3. Students shall be responsible for demonstrating respect for themselves through their personal hygiene, dress, and behavior.
4. Students shall be responsible for demonstrating respect for others through their use of appropriate language, avoiding profanity; racial and ethnic slurs; or any otherwise denigration of others through other verbal and nonverbal language or communication.
5. Students shall be responsible for working to their potential in and outside of the classroom.
6. Students shall be responsible to accept the challenges of their classroom work and give their best efforts to complete assignments in a timely and meaningful manner.
7. Students shall have the responsibility to speak up for themselves and be their own advocate in the classroom.
8. Students shall have the responsibility to offer their opinions and participate in their education.
9. Students are responsible for respecting individual differences in order to build stronger relationships, work collaboratively, and contribute to a positive and productive school environment.

## ***Disciplinary Sanctions***

Disciplinary sanctions shall be viewed as progressive to meet the severity and nature of any offense and to be appropriate for the age and maturity of the student involved. The foremost element of all discipline shall be to create a positive learning experience for the students, to highlight a sense of responsibility for one's actions and to prevent future behaviors that may escalate in severity.

Disciplinary sanctions shall include but not be limited to:

- Informal reprimand
- Formal reprimand
- Behavioral Contract
- Time out
- Loss of privileges
- Detention; morning, lunchtime or after school
- In-school suspension; duration will be commensurate with the age of the student and the severity of the offense
- Out of school suspension; duration will be commensurate with the age of the student and the severity of the offense and factors related to special education classification
- Expulsion from school

Parental notification will accompany disciplinary sanctions to foster a strong partnership between the home and school and demonstrate the significance of the effort to modify student behavior through the mutual efforts of the parent, teacher, administrator and other school personnel. Parents shall have the right to appeal disciplinary actions to the next level of administration, up to and including the Board of Education.

Students who experience chronic behavior issues and/or repeated suspensions may be referred to the I&RS team for behavioral interventions; assigned to work with a SAC or teacher in a mentoring situation; and/or referred for evaluation to the Child Study Team.

After a third suspension, return to school will require the attendance of a parent and child in a mandatory workshop (of a minimum of two (2) hours during school time) with school personnel.

In the event of suspension or expulsion from school the Fort Lee Public Schools will provide such alternative educational experiences as can be provided while maintaining the safety and integrity of the educational program for all students. These may include but are not limited to placement in an alternative school setting; reassignment to an in-school suspension program; or assignment of work outside the school setting. Services will be provided to any student suspended from school within five (5) school days of the suspension in accordance with NJAC 6A:16-7.2.

Suspension from school will include suspension of privileges for participation in all school activities during the period of the suspension in accordance with district policies. **Students who are suspended from school are not permitted on school property at any time**

**during the suspension. This restriction includes all school-sponsored extracurricular events, even those held on weekends, when a suspension extends across a weekend.**

## ***Attendance***

Students are expected to be in school on a regular basis in accordance with NJSA 18A:38-25 through 31 as well as NJAC 6A:16-7.8. Excessive absence from school or habitual tardiness may lead to sanctions and disciplinary actions, loss of credit, and/or referral to proper authorities.

## ***Due Process***

Students will be afforded due process as outlined in district policies and state statutes to present witnesses to incidents or to have their perspective and point of view heard prior to implementation of consequences as outlined in the *Code of Conduct*.

## ***Students with Disabilities***

Students with disabilities will be subject to the conditions of the Student Code of Conduct. Modifications of the Code shall be made in accordance with the IEP and in the best interest of the student as well as the safety of the school community. Suspensions of students with disabilities shall be in accordance with NJAC 6A:14-2.8. Services will be provided to any student suspended from school within 5 school days of the suspension in accordance with NJAC 6A:16-7.2.

## ***Positive Reinforcement***

Students should expect positive reinforcement of their efforts and behaviors to promote positive academic and social outcomes. These may include but not be limited to stickers, classroom or school recognitions, extra privileges, Positive Behavior Contracts, Honor Rolls, National Honor Society recognition, and other academic or sports awards fitting their age and level of maturity.

## ***Social Services***

***The following social services are available for students and their families:***

Bergen County Department of Human Services	(201) 336-7474
Careplus NJ	(201) 986-5000
Psychiatric Emergency Screening Program(PESP)	(201) 262-HELP
Vantage Health System	(201) 567-0059
New Jersey's System of Care (Children's Mobile Crisis Response)	1 (877) 652-7624
Bergen County Rape Crisis Center	(201) 487-2227
New Jersey Family Care	1 (800) 701-0710
Bergen One-Stop Career Center	(201) 329-9600
Bergen New Bridge Medical Center	(201) 967-4000
Englewood Hospital	(201) 894-3000
Hackensack University Medical Center - Social Services	1 (551) 996-2100
Division of Child Protection and Permanency	(201) 996-8900
High Focus	(866)-935-4424
New Pathways	(201) 730-9713
Four Winds	1 (914) 763-8151
For other mental health/social service resources please contact:	
Child Study Team	(201) 585-4652
Student Assistance Counselor	(201) 585-4675

## ***Universal Adoption***

As this *Code of Conduct* was developed for all students by a wide array of stakeholders, it will be enforced at the classroom and school-wide levels by all members of the educational community. Students are expected to follow the *Code of Conduct* during all school-related activities or events, which may occur, on or off school premises.

# **CODE OF CONDUCT FORT LEE PUBLIC SCHOOLS**

## **EXPECTATIONS AND CONSEQUENCES**

All pupils are bound by the policies and regulations of the Board of Education, the administrative regulations of this school district, and New Jersey law. In addition, pupils shall demonstrate respect for district and community property, teachers, administrators, staff members, and all students.

The following general types of offenses or infractions of the district's standards of student conduct and responsible behavior may be subject to discipline. Disciplinary measures are taken for the purpose of correcting student behavior, deterring the continuation of inappropriate conduct, and ensuring a safe school environment conducive to learning. The list below contains examples of offenses; however, school officials reserve the right to sanction pupil behaviors in accordance with the provisions of 18A:37-1, 18A:37-2, and all district policies and regulations.

### **A Note on Harassment, Intimidation, and Bullying:**

The Fort Lee Public Schools Policy and Regulation 5512 prohibits all forms of harassment, intimidation, and bullying. As such, we are committed to providing a caring, friendly, and safe environment for all of our students so each child may learn in a safe and relaxed atmosphere. Bullying of any kind is unacceptable. If bullying does occur, it shall be dealt with promptly and in accordance with policy and law. Anyone who knows of any bullying is expected to report this to a school official **immediately**. Depending on the situation, consequences for harassment, intimidation, and bullying will be in accordance with district policy and regulation as judged by the school administration, the school anti-bullying specialist, the district anti-bullying specialist, and/or the superintendent.

Policy and Regulation 5512 may be found online at [www.FLBOE.com/](http://www.FLBOE.com/)

## Fort Lee Public Schools Code of Conduct

***The Administration reserves the right to make changes to the information contained in this publication to maintain order, safety, and discipline.  
All discipline consequences are at the discretion of the administration.***

Level	Infraction	Consequence Options
<b>1</b>	<ul style="list-style-type: none"> <li>-Chewing gum</li> <li>-Food outside of the cafeteria</li> <li>-Inappropriate lunchtime behavior</li> <li>-Inappropriate bathroom behavior</li> <li>-Inappropriate bus behavior (To and from all school-related events)</li> <li>-Disrespectful to student</li> <li>-Inappropriate behavior during fire, lockdown or evacuation drills</li> <li>-Unexcused tardy arrival to school and/or class</li> <li>-Running in the hallway</li> <li>-Leaving class without permission</li> <li>-Not reporting to teacher issued detention</li> <li>-Interfere with the orderly operation of the classroom and/or school</li> <li>-Use of electronic communication device violation (cell phones headphones, earbuds, watches, etc) (First offense)</li> </ul>	<p><b>Level 1</b></p> <ul style="list-style-type: none"> <li>- Teacher Intervention</li> <li>- Teacher Detention</li> <li>-Administrative Intervention/Conference</li> <li>- Admin Detention(s)</li> <li>-Loss of Open Campus Privileges (FLHS)</li> </ul>
<b>2</b>	<ul style="list-style-type: none"> <li>-Dress code violation</li> <li>-Loitering in the hallway</li> <li>-Misuse of elevator</li> <li>-Misuse of locker and/or use of unassigned locker</li> <li>-Not following biking- skateboarding, and scooter guidelines</li> <li>-Class cut/Truant</li> <li>-Failure to serve administrative detention</li> <li>-Throwing or possessing objects which jeopardize the safety of people or property before, during, or after school</li> <li>-Possession of medication (prescription or non-prescription)</li> <li>-Selling goods on school property without authorization</li> <li>-Leaving school without permission</li> <li>-Gossiping and/or spreading rumors about another student</li> <li>-Disrespectful to staff</li> <li>-Threatening to physically harm another pupil</li> <li>-Use of electronic communication device violation (cell phones, headphones, earbuds, watches, etc) (Second offense)</li> <li>-Multiple Level 1 violations may incur Level 2 consequences</li> </ul>	<p><b>Level 2</b></p> <ul style="list-style-type: none"> <li>- Teacher Intervention</li> <li>- Teacher Detention</li> <li>-Administrative Intervention/Conference</li> <li>- Admin Detention(s)</li> <li>-Loss of Open Campus Privileges (FLHS)</li> <li>- Saturday Detention(s)</li> <li>- In School Suspension(s)</li> </ul>

<p><b>3</b></p>	<ul style="list-style-type: none"> <li>-Academic Dishonesty-Including but not limited to artificial intelligence (AI) (In Lieu of or in addition to an Academic Consequence for multiple offenses)</li> <li>-Cursing, use of profane or abusive language in person or via social media</li> <li>-Speak in a way that teases, hurts others in-person, online, or via social media</li> <li>-Insubordination / open defiance of authority</li> <li>-Trespassing on school property</li> <li>-Impersonate a parent/guardian/staff member</li> <li>-Commit forgery/Lying (separated from impersonating a parent)</li> <li>-Damaging property on and around the school grounds</li> <li>-Gambling</li> <li>-Vandalism</li> <li>-Failure to serve administrative Saturday detention</li> <li>-Committing or attempting to commit theft of school or personal property</li> <li>-Exhibit lewd or indecent exposure</li> <li>-Conduct physically dangerous to self or other students</li> <li>-Intercepting school mail addressed to parents/guardians</li> <li>-Driving or using any motor vehicle dangerously on school grounds or in violation of school rules</li> <li>-Use of electronic communication device violation (cell phones headphones, earbuds, watches, etc) (Third offense)</li> <li>-Inappropriate/misuse of technology on or off school grounds, including but not limited to unauthorized audio, video, or photo recording</li> <li>-Multiple Level 2 violations may incur Level 3 consequences</li> </ul>	<p style="text-align: center;">*Level 3</p> <ul style="list-style-type: none"> <li>- Teacher Intervention</li> <li>- Teacher Detention</li> <li>-Admin Intervention/Conference</li> <li>- Admin Detention(s)</li> <li>-Loss of Open Campus Privileges (FLHS)</li> <li>- Saturday Detention(s)</li> <li>- In School Suspension(s)</li> <li>- Maximum 3 Days OSS</li> </ul>
<p><b>4</b></p>	<ul style="list-style-type: none"> <li>-Harassment in person, online, or via social media</li> <li>-Cursing or using abusive language (gestures), or spreading rumors about/directed at a staff member</li> <li>- Use of pejorative language (including gestures) in person or via social media</li> <li>- Conduct physically dangerous to self, other students, BOE employees, or BOE members</li> <li>-False activation of security alarms</li> <li>-Threaten a staff member</li> <li>-Pantsing another student</li> <li>-Fight or assault on another student</li> <li>-Possession of a weapon or any dangerous object</li> <li>-Possessing/using/distributing/the following items on school property before, during or after school and/or during a school sponsored function: fireworks or other pyrotechnics, tobacco</li> </ul>	<p style="text-align: center;">*Level 4</p> <ul style="list-style-type: none"> <li>- Saturday Detention(s)</li> <li>- In School Suspension(s)</li> <li>- Maximum 10 Days OSS</li> </ul>

	<p>products, alcoholic beverages, drugs, alcohol/drug paraphernalia, including any type of electronic nicotine delivery systems (ENDS), and/or other controlled dangerous or illegal substances set forth in N.J.A.S.A. 18A:40A-9</p> <p>-Use of electronic communication device violation (cell phones, headphones, earbuds, watches, etc) (Fourth offense)</p> <p>-Multiple Level 3 violations may incur Level 4 consequences</p>	
5	<p>-Selling the following items on school property before, during or after school and/or during a school-sponsored function: fireworks or other pyrotechnics, tobacco products, alcoholic beverages, drugs, alcohol/drug paraphernalia, which includes any type of electronic nicotine delivery systems (ENDS), and/or other controlled dangerous or illegal substances set forth in N.J.A.S.A. 18A:40A-9</p> <p>-Arson</p> <p>-Use of a weapon or any dangerous object</p> <p>-Threat directed toward any of the Fort Lee Schools</p> <p>-Sexual Harassment</p> <p>-Assault or attempting to assault Board of Education employees or oard of Education members</p> <p>-Multiple Level 4 violations may incur Level 5 consequences</p>	<p style="text-align: center;"><b>*Level 5</b></p> <p style="text-align: center;">- Minimum of 10 Days OSS - Expulsion</p>

**Referral to Bergen County Suspension Alternative Program (SAP)**

Students who exhibit chronic or extreme behavior issues may be referred to the Bergen County Suspension Alternative Program (SAP)

**Tardiness**

A student is considered tardy when he or she is late to school and/or class. Three (3) lates will equal one (1) class absence. Tardy students are responsible for all classroom assignments and activities, including tests and quizzes. If a student is going to be tardy to school the parent/guardian is required to notify the attendance office by phone at 201-585-4675 and provide a hand written note for their child to ensure student safety and accountability. Any student who arrives excessively late for school (twenty minutes or more) without parent/guardian notification may be considered to be cutting class/ truant.

Disciplinary policy regarding unexcused tardies to school per each academic marking period (enforced consistently for all students):

- Three (3) Tardies: One (1) administrative detention
- Six (6) Tardies: One (1) administrative detention
- Nine (9) Tardies: Two (2) administrative detentions, telephone notification, letter sent home
- Twelve (12) Tardies: One (1) Saturday Detention
- Fifteen (15) Tardies: One (1) Saturday Detention and parent conference
- Eighteen (18) Tardies: One (1) Day In-School Suspension and telephone notification

Twenty-One (21) Tardies: Two (2) Days In-School Suspension and letter sent home  
Twenty-Four (24) Tardies: Loss of lunch privileges for one marking period (ten weeks)

Students who are excessively late to class will be referred to the Attendance Office. The teacher will also file a “Disciplinary Referral” or “Behavioral Profile” form, and a phone call will be made to the parent/guardian.

# Annual Policy Notifications

Board of Education policies and/or New Jersey/federal regulations or recommendations require that parents and/or the public be informed about the Fort Lee Board of Education policies and/or procedures listed below. For your convenience, these policies are listed alphabetically in each of the following sections:

- 2000 - PROGRAM
- 5000 - STUDENTS
- 6000 - FINANCES
- 7000 - PROPERTY
- 8000 - OPERATIONS
- 9000 - COMMUNITY

To view a specific policy and its accompanying regulation, please visit [www.FLBOE.com](http://www.FLBOE.com). Hard copies of each policy and regulation may be obtained from your child's principal or by contacting the Central Office.

<b><u>2000</u></b>	<b><u>PROGRAM</u></b>		
2361	Acceptable Use of Computer Networks/Computers and Resources	5611	Removal of Students For Firearms Offenses
2260	Affirmative Action Program for School and Classroom Practices	5420	Reporting Pupil Progress
2340	Field Trips	5841	Secret Societies
2464	Gifted & Talented Students	5751	Sexual Harassment
2624	Grading System	5570	Sportsmanship
2330	Homework	5600	Student Discipline/Code of Conduct
2435	NJSIAA Random Testing for Interscholastic Athletics	5820	Student Government
2415.20	Every Student Succeeds Act Complaints	5350	Student Suicide Prevention
2110	Philosophy of Education/District Mission Statement	5514	Student Use of Vehicles on School Grounds
		5530	Substance Abuse
		5615	Suspected Gang Activity
		5610	Suspension
<b><u>5000</u></b>	<b><u>STUDENTS</u></b>	5335	Treatment of Asthma
5330	Administration of Medication	5300	Use of Defibrillator(s)
5612	Assaults on District Board of Education Members or Employees	5516	Use of Electronic Communications & Recording Devices (ECRD)
5200	Attendance		
5513	Care of School Property	<b><u>6000</u></b>	<b><u>FINANCES</u></b>
5430	Class Rank	6230	Budget Hearing
5338	Diabetes Management		
5520	Disorder and Demonstration	<b><u>7000</u></b>	<b><u>PROPERTY</u></b>
5332	Do Not Resuscitate Orders	7441	Electronic Surveillance in School Buildings and on School Grounds
5511	Dress and Grooming		Vandalism
5111	Eligibility of Resident/Nonresident Students	7610	
5112	Entrance Age		
5842	Equal Access of Pupil Organizations	<b><u>8000</u></b>	<b><u>OPERATIONS</u></b>
5750	Equal Educational Opportunity	8505	Local Wellness Policy/Nutrient Standards For Meals & Other Foods
5755	Equity in Educational Programs and Services		Opening Exercises/Ceremonies
5250	Excusal from Class or Program	8820	Preparedness for Toxic Hazards
5500	Expectations for Pupil Conduct	8431	Student Records
5620	Expulsion	8330	Pupil Supervision After School Dismissal
5843	Extended School Day Program	8601	School Lunch Program Biosecurity Plan
5512	Harassment, Intimidation, and Bullying	8506	
5310	Health Services		
5460	High School Graduation	<b><u>9000</u></b>	<b><u>COMMUNITY</u></b>
5440	Honoring Student Achievement	9560	Administration of School Surveys
5320	Immunization	9200	Cooperation Between Parents and School
5721	Independent Publications	9280	Parent Conferences
5331	Management of Life-Threatening Allergies in Schools	9210	Parent Organizations
5752	Marital Status and Pregnancy	9260	Parent Liability for Vandalism
5701	Plagiarism	9230	Parental Responsibilities
5410	Promotion and Retention	9130	Public Complaints and Grievances
5830	Pupil Fund Raising	9120	Public Relations Program
5710	Pupil Grievance	9713	Recruitment by Special Interest Groups
5770	Pupil Right of Privacy	9240	Rights of Parents
5700	Pupil Rights	9150	School Visitors
5533	Student Smoking	9180	School Volunteers