

MSD OF MT. VERNON
DISCIPLINE RESPONSE FORM
GRADES K-5

State law requires that parents of students in Grades K to 5 sign this form. It is the responsibility of the parent/and or student to return this form to the student's school. It is requested that this form be returned within 5 school days. Our cooperation is appreciated.

This is to verify that I have received and have had the opportunity to review Discipline Policy 305.

_____	_____	_____
Student's Name	School	Grade
_____	_____	
Parent/Guardian Signature	Date	

305 Discipline

We believe learning takes place in an environment that is safe, caring, positive, trusting, cooperative, pleasant, and challenging. It is the policy of the Metropolitan School District of Mt. Vernon to provide students with an environment that will enable them to focus upon learning as their major goal. In order for the expected learning environment to exist, students must conduct themselves with self-control, exhibiting respect for the rights of fellow students, teachers, administrators, and other employees. Self-discipline is the controlling behavior. Self-discipline is best defined as the control exhibited in an individual's behavior, including action/reaction and physical/verbal so that the civil rights and dignity of others are protected. Parental involvement, guidance, and support are necessary aspects in the development of student self-discipline.

Behavior of any student that disrupts the learning environment for others or creates conditions which jeopardize the safety of others will cause discipline procedures to be initiated by teachers and/or administrative personnel. Discipline procedures will be used throughout the corporation by school personnel in order to maintain the expected educational learning environment as stated in the school district's Mission Statement.

Because behaviors are complex chains of events, there will be no specific criteria for the use of discipline procedures other than the preceding description of self-discipline. However, discipline procedures shall be administered fairly, with respect for the dignity of all persons involved and without anger, malice, or prejudice. When the initiation of discipline procedures become necessary, due consideration shall be given to individual and unique differences, exceptional circumstances, and sanctions imposed by others; and said discipline shall be remedial in content, and, when appropriate, shall be progressive if repeated behavioral problems have occurred.

Some instances of inappropriate behavior are more serious than other behavior and require different approaches and clearly defined actions. The discipline procedures which shall be utilized to improve self-discipline include but are not limited to: suspension (out of school)(1-5 days), in school suspension, expulsion, exclusion (health reasons or general danger to well-being), detention, corporal punishment, probation, removal from class (for remainder of term), student/teacher conference, parent conference, work detail, loss of privilege to participate in school activities, changing seating assignment, confiscation of disruptive or banned items, contracts, denial of privileges, meaningful extra duty assignments, payment of damages or compensatory restitution, referral to special personnel within and/or outside the normal school environment, required apology, standing (as opposed to being seated), and other appropriate reasonable and legal measures.

Supervision and control by school authorities over the conduct of a student by reasonable rules and regulations are not confined to school premises, but extends to the student during anytime when the student is participating in a school activity or when the student is within the legal jurisdiction of the school.

Supervision and control are not limited in terms of student's building, classroom, or grounds. All school authorities have control over all students in all school settings. A staff member may use physical force against a student without advance notice to the principal when it is essential for self-defense, the protection of other persons than himself, the safeguarding of public school property, and/or the preservation of order.

Participation by Parents

Persons having care of a dependent student (parents/guardians/custodians) may be required to participate in meetings, conferences, and hearings in connections with a student's behavior. In the case of expulsion meetings, the parent/guardian/custodian may be required to attend a meeting to determine the educational future of the child (i.e. whether the child is removed from or retained in school or placed in an alternative program). When such participation is required, the school corporation shall notify the parent/guardian/custodian in one of the following manners:

1. Telephone contact by a school official at least 5 days in advance of the meeting, conference, or hearing. Telephone contact will be followed up by a letter of confirmation by regular or certified mail.
2. Personal delivery of written notice of the required attendance of the meeting, conference, or hearing by a school official at least 3 days prior to the scheduled meeting, conference, or hearing. The superintendent, principal, or other administrative personnel shall be authorized with parental consent to require behavioral testing, counseling, or drug or alcohol abuse evaluation by a licensed agency approved by the school corporation if such testing, counseling, or evaluation is necessary to help any student, to further school purposes, or to prevent an interference with school purposes. The cost of these services shall be the responsibility of the parent/guardian/custodian and the school corporation may require with parental consent release of the results, progress reports, and other information to appropriate school officials.

Non-compliance of Parents

Non-compliance of parents/guardians/custodians with the provisions of this policy may be considered educational neglect and the child may be considered a "child in need of services; in accordance with I.C. 31-34-1-7, and the matter shall be referred to the Child Protective Services Division of Public Welfare.

LEGAL REFERENCE: I.C. 31-34-1-7