

Northcoast Preparatory and Performing Arts Academy

Code of Conduct and Disciplinary Policy

Attending any charter school is a choice and a privilege. Understanding the mission and vision of a charter school should be of utmost importance in making the choice to attend that particular school. The mission of the Northcoast Preparatory and Performing Arts Academy (NPA) is to nurture highly motivated individuals who are willing to take initiative and assume responsibility for their own learning.

Specifically, the NPA's mission is

1. to provide a rigorous international college preparatory and arts program
2. to foster and uphold the highest standards in regard to personal integrity and conduct
3. to promote a desire for excellence in one's chosen pursuits
4. to encourage responsibility for choices made
5. to create an atmosphere conducive to emotional, intellectual, and creative discovery
6. to provide opportunities for community involvement and leadership
7. create a caring, responsible community
8. initiate a journey toward lifelong learning, creativity, and individual and social awareness

Code of Conduct

NPA's code of conduct is based on the principle of learning while living respectfully in regard to oneself, to others, and to the environment. These areas – oneself, others, and the environment – are intimately interrelated and actions in one area have repercussions for the other two. Sections A through C clarify in more specific detail what respectful living entails in our particular context.

A. Respect for oneself entails:

1. taking care of one's mind, body, and spirit
 - i. being truthful
 - ii. allowing time for reflection and creativity
 - iii. following the laws of California
2. being prepared for class and arriving on time
 - i. allowing adequate time to complete assignments
 - ii. asking for help when it is needed

- iii. caring about the quality of one's work
3. learning from rather than punishing oneself for one's mistakes

B. Respect for others entails:

1. listening and being present when another is talking in class or performing
2. finding ways to understand, appreciate, and acknowledge the unique talents of each person in the school
3. increasing one's awareness of how one's particular behavior is affecting others and their activities
4. using language and physical actions which are not intrusive or offensive
5. being sensitive to the needs of others
6. being curious rather than defensive when one's ideas or views are challenged
7. sharing in set up and cleanup activities
8. helping others maintain the school's mission

C. Respect for the environment entail:

1. taking care of the physical environment
 - i. keeping the school room and grounds clean
 - ii. thinking of ways to enhance the beauty and usefulness of our space
2. initiating projects related to the mission of the school
3. maintaining behavior that reflects positively on the school's mission and vision
 - i. respecting the regulations of traditional schools
 - ii. behaving in a manner that is a credit to NPA when traveling
 - iii. remaining at the school site during school hours (8:30 a.m. to 3:40 p.m.) unless prior arrangements have been made with your principal and parents

If the Code of Conduct outlined above is followed there should never be a need for disciplinary action. This also includes behavior on all school trips. In the event of a breach of the Code of Conduct, however, a teacher or the Principal may recommend such action.

Disciplinary Policy

As long as a student is enrolled in NPA it is understood that the student agrees to conduct himself or herself in accordance with the laws of California at all times. This agreement to conduct oneself in accordance with the laws of California includes, but is not limited to laws pertaining to the use, possession, transportation, sale, and cultivation of illegal substances. Any breach of the Code of Conduct, including any violation of the laws of California, can constitute cause for disciplinary action.

A. Probation

At the discretion of a teacher or the principal, a student may be placed on probation for violating the Code of Conduct. The probation status can be removed the following semester if the student acts in good faith to embrace the school's Code of Conduct. If after having been placed on probation, the student continues to commit violations of the Code of Conduct, a teacher or the principal may recommend the initiation of the suspension/expulsion process and request that the disciplinary action be included on the student's transcript.

B. Suspension/Expulsion Process

For serious violations of the Code of Conduct, the suspension/expulsion process may be initiated by a teacher or the principal without first placing the student on probation. Once initiated, each step (1-3 below) of the suspension/expulsion process must be approved by the principal. The principal may stop the process at any time.

The suspension/expulsion process is as follows:

- 1) Student behavior causes a teacher or the principal to initiate suspension for a day
 - a) Teacher contacts parent by phone or in person and documents incident
 - b) Teacher delineates and documents needed changes in behavior
 - c) Parent meets with teacher and principal together to discuss student's status
 - d) If requested by any party, a staff committee will be convened to review the incident.
Parent may attend the review process.
- 2) Student repeats behavior – consequence is suspension for one to three days. .
 - a) A joint meeting with parent, teacher and principal seeking positive solutions to ongoing problem with clear delineation of needed changes and timetable for changes.
 - b) Student may be present at part of meeting by request of teacher, principal or parent.
 - c) Parent and student will be informed if expulsion is a possible consequence for continued behavior that is incompatible with basic student responsibilities.
- 3) Student is recommended for expulsion
 - a) Recommendation must be approved by the principal
 - b) May be a result of the failure of steps one and two with prior warning of expulsion
 - c) May result, with no “warning”, from extreme violation of student responsibilities

- d) Panel of staff reviews case for expulsion; parent may request to meet with this panel as an avenue for appeal to recommendation of expulsion
 - e) In accordance with the Charter Document, the principal makes a final decision regarding expulsion or return to step two above.
4. Right to appeal expulsion
- a) Parent and student may appeal an expulsion to the chartering sponsor.
 - b) Panel of staff reviews case for expulsion; parent may request to meet with this panel as an avenue for appeal to recommendation of expulsion
 - c) In accordance with the Charter Document, the Humboldt County Superintendent of Schools makes a final decision regarding expulsion or return to step two above.

MANDATORY RECOMMENDATION OF EXPULSION

As specified in Education Code 48915, there are instances where recommendation of expulsion is mandatory. Education Code 48915 reads as follows:

48915. (a) Except as provided in subdivisions (c) and (e), the principal or the superintendent of schools shall recommend the expulsion of a pupil for any of the following acts committed at school or at a school activity off school grounds, unless the principal or superintendent finds that expulsion is inappropriate, due to the particular circumstance:

- (1) Causing serious physical injury to another person, except in self-defense.
- (2) Possession of any knife or other dangerous object of no reasonable use to the pupil.
- (3) Unlawful possession of any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, except for the first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis.
- (4) Robbery or extortion.
- (5) Assault or battery, as defined in Sections 240 and 242 of the Penal Code, upon any school employee.