

SPRAGUE SCHOOL DISTRICT
Baltic, Connecticut

POLICY REGARDING CIVILITY

Purpose

The Sprague Board of Education promotes civility (mutual respect, orderly conduct , etc.) by and among Board members, district employees, students, parents and the public. In the interest of presenting all adults as positive role models for students, the Sprague Board of Education encourages positive communications and discourages disruptive, volatile, hostile or aggressive communication or actions, some of which may be against the law.

It is not the intent of the School Board, however, to deprive the person of his or her right to freedom of expression. The intent of this policy is to maintain a civil, safe, harassment-free workplace for teachers, students, administrators, and staff; a civil, safe and harassment free educational environment for students, parents and other members of the community; and a civil and respectful environment in which the Board of Education and its members can properly fulfill their democratic function and governing the Sprague Public Schools

The following describes expected behavior of Board members, staff, students, parents and members of the public while at Board of Education meeting, at school, on school property or at a school function.

Expected Level of Behavior

Civility requires that Board of Education members, school and school district personnel treat one another, students, parents and members of the public with courtesy and respect.

Civility requires that students, parents and members of the public treat Board of Education members, teachers, school administrators, other school staff, and district employees with courtesy and respect.

Unacceptable/Disruptive Behavior

“Unacceptable/Disruptive Behavior” is behavior which interferes with or threatens to interfere with the orderly operation of the school, a classroom, an office, a Board of Education meeting, or any other school sponsored activity, whether on or off school grounds. Disruptive behavior includes, but is not necessarily limited to:

- Using loud and/or offensive language (for example, swearing or display of temper).
- “Invading another person’s space” by moving close to them in an aggressive manner.
- Threatening to do physical harm to a Board member, teacher, school administrator, school employee, student or member of the community.
- Damaging or destroying school property.
- Abusive, threatening, or obscene e-mail or voice mail messages.

- Any other behavior which disrupts the orderly operation of a Board of Education meeting, the school, a school activity, or any other activity sponsored by the school district.

Reporting

Any student, parent or member of the public who believes he/she was subject to unacceptable/disruptive behavior on the part of a staff member should bring such behavior to the attention of the staff member's supervisor. Any student, parent or member of the public who believes he/she was subject to unacceptable/disruptive behavior on the part of a Board member should bring such behavior to the attention of the Board Chair. Any staff member who believes he/she was subject to unacceptable/disruptive behavior should bring such behavior to the attention of the staff member's supervisor. Any person who believes he/she was subject to unacceptable/disruptive behavior on the part of a Board member should bring such behavior to the attention of the Board chair.

Authority of School Personnel

Any individual who engages in unacceptable/disruptive behavior may be directed to leave the school building, school grounds, school activity or any other premise under the control of the school board. The Board Chair may take measures to address disruptive behavior at Board of Education meetings in accordance with state law and the Board of Education's by-laws.

Any administrator, or in their absence any person in charge of the building/grounds or activity, has the authority to direct such persons to leave the building/grounds or activity.

If the person refuses to leave the premises as directed or threatens personal harm, the administrator or other authorized personnel shall seek the assistance of law enforcement.

Authority to Deal with Persons On School Property Who Are Verbally Abusive

If a student, staff member, parent or member of the public, or member of the Board of Education uses obscenities or speaks in a demanding loud, insulting, and or demeaning manner, the employee(s) to whom the remarks are directed shall calmly and politely warn the speaker to communicate in a more positive manner.

If the verbal abuse continues, the employee(s) to whom the remarks are directed will, after giving appropriate warning to the speaker, terminate the meeting, conference or telephone conversation.

If the meeting or conference is at Sayles School or at a school function, any employee may request that an administrator or other authorized personnel direct the individual to promptly leave the premises.

If the person refuses to leave the premises as directed, the administrator or other authorized personnel shall seek the assistance of law enforcement and request that law enforcement take such action as is deemed necessary.

If the offender threatens an employee, the employee will contact law enforcement immediately.

Abusive, Threatening or Obscene E-Mail or Voice Mail Messages

If any district employee receives an e-mail or voice mail message that is abusive, threatening, or obscene, the employee is not obligated to respond to the e-mail or return the telephone call. The employee should save the message and contact the appropriate administrator.

ADOPTED: 8/13/08

REVISED : 11/6/13