

## ***Student Conduct and Discipline Policy***

KANU believes that all students have the right to an education in a safe, secure learning environment. Students are expected to conduct themselves responsibly and be held accountable for their actions to ensure optimal learning for all. KANU is intentional in its goal to provide haumāna with the skills, structure, and guidance that enable them to make responsible decisions about their behavior and to apply consistent, logical consequences that will help them to succeed. Severity and frequency of infractions determine the level of consequences assigned. Together we practice school-wide behavioral expectations of ALOHA, MĀLAMA, KŌKUA, and MAHALO.

### ***Haumāna Conduct***

In keeping with our values-based educational model, KANU sets high expectations for haumāna conduct in and out of the classroom. All haumāna are expected to:

- ❖ *Behave in a safe and orderly manner.*
- ❖ *Treat all members of the school community with respect and aloha.*
- ❖ *Follow all school and classroom rules.*
- ❖ *Complete assigned work and turn assignments in on time.*
- ❖ *Be a contributing member of each class/project/activity*
- ❖ *When haumāna fail to conduct themselves in accordance with expectations or violate School Rules and Regulations, disciplinary procedures are initiated.*

### ***Positive Behavior, Academic, and Cultural Support***

As a values-based school, Kanu o ka 'Āina is committed to establishing, reinforcing, and maintaining an atmosphere of Aloha among all members of its learning 'ohana. This is achieved by haumāna and adults demonstrating positive attitudes and genuine respect for one another.

Specifically, Kanu o ka 'Āina's school-wide approach to support positive haumāna behavior consists of three levels of support, which provide an effective model for fostering positive behavior and academic success. Each of these three levels of support is critical to achieving successful outcomes.

1. Haumāna, families and community
2. Kumu, faculty and counseling
3. Administration

Preventive in nature, discipline includes training, modeling, and teaching what is acceptable behavior. It involves teaching haumāna to be respectful and responsible in school and to be accountable for their actions.

At KANU, kumu, kākā'ōlelo, and nūnuna work with haumāna and their 'ohana in a positive, supportive atmosphere to encourage and reinforce desirable behaviors and discourage behaviors that disrupt the rights of others to learn. Haumāna who infringe on the rights of others learn that their actions have consequences.

KANU believes that haumāna conduct outside of school is a reflection on the school and on its 'ohana. Therefore, haumāna are expected to conduct themselves with the same respectability and responsibility expected of them while in school. This is particularly important when engaging in after school or off-campus activities, especially while wearing KANU logo gear and/or interacting with one another while on various electronic medium.

KANU's discipline plan is designed to support positive behavior and teach, counsel, provide consequences and redirect unacceptable conduct.

Kanu o ka 'Āina believes in school discipline that:

- ❖ *creates and preserves a safe and orderly educational environment.*
- ❖ *helps each haumāna develop positive qualities and values that promote good character.*
- ❖ *helps each child realize that he/she is responsible and accountable for his/her own actions and consequences of those actions.*
- ❖ *upholds the value of respecting the dignity and rights of every individual so that we can maintain an environment of mutual respect and trust at Kanu o ka 'Āina.*
- ❖ *supports the mission, vision, beliefs and philosophy of Kanu o ka 'Āina in perpetuating Hawaiian traditions.*

At KANU we believe that consequences for missteps in behavior should not interfere with the instructional day and/or haumāna learning. As a result, most disciplinary actions take place after school hours. In some instances, mākuā may be required to accompany their child in a public apology to the learning 'ohana during piko. Suspensions from school are kept to a minimum and used only in severe offenses and/or as an emergency measure to prevent further incidents from occurring. Serious infractions and/or ongoing disciplinary actions may result in dismissal from school.

### ***DISCIPLINARY GUIDELINES***

All school rules are in effect:

- ❖ *while on school grounds including all outdoor learning sites,*
- ❖ *during school hours whether on or off campus sites, and during a school-sponsored activity*
- ❖ *while traveling to or from a school or a school-sponsored activity*

### **Disciplinary Policy**

There may be times when haumāna do not display appropriate behavior. All KANU staff who witness inappropriate behavior are required to intervene and take action to correct the misconduct and/or initiate a referral to correct the wrong doing. Similarly, haumāna who observe inappropriate conduct should report the incident to an adult.

### **Progressive Discipline**

KANU employs a progressive discipline process when dealing with haumāna misconduct. Mākuā are a critical part in the process to assist haumāna in problem solving to make better judgments and decisions.

As a culturally responsive learning 'ohana, it is important to engage all parties in meaningful, purposeful dialogue or *kūkākūkā* in a respectful manner until all *kuleana* and issues are understood, resolved and are *pono*.

Kumu are the first point of contact with mākuā/guardians when misbehavior occurs. They will deal with the infraction with the haumāna promptly when the infraction first occurs following the step-by-step procedure below:

- ❖ Teacher conference with haumāna and phone call to makua.
  - Corrective action taken, if merited, and infraction logged in the haumāna information system.

- ❖ Support Staff/Kumu/Makua conference.
  - Haumāna not allowed to return to class until conference completed and plan of action deployed.
- ❖ Support Staff/Kumu/Makua and Haumāna conference to resolve issue.
  - If issue is unresolved, referral to administration.

Disciplinary action options may include but are not limited to: conference with student, detention, parent conference, counseling, suspension or expulsion.

*Serious discipline* is applied for incidents that negatively impact the safety and security of others and/or the school the school learning environment. These actions are not taken lightly and may result in the most severe form of discipline that can include dismissals, disciplinary transfer to another school, crisis removals, or suspensions exceeding 10 days or more. Students suspended for more than 10 days will be provided with access to their course work.

In serious discipline cases, parents, students and administration will meet to discuss the incident. After investigating the incident, administration will share their findings and decision with the family verbally and follow-up with a decision in writing. Written notice should include information about the alleged acts committed, findings of the investigation and a statement of the disciplinary action imposed. In serious discipline cases resulting in expulsion, dismissal or disciplinary transfer, parents should be informed of their right to appeal the serious discipline administrative decision to the Governing Board whose decision will be final.

*It should be noted that serious discipline is the last recourse for administrative action. Resolving issues using the cultural practice of k k k k is the preferred course of action at KANU in which all parties come to a mutually acceptable agreement however school wide student safety must be maintained at all times.*

## **APPEAL PROCESS**

Only serious discipline decisions resulting in expulsion, dismissal or disciplinary transfers are subject to appeal to the Governing Board. Parents may request a meeting with the Governing Board within five days of receiving written notice to appeal the serious discipline decision. Administration and parents will have an opportunity to present their information and evidence to the Board. Parents may also call upon others to assist in their appeal. The decision of the Governing Board is final.