



# Classical Preparatory School

*Traditional Education. Transformational Learning.*

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## 8380 - RESPECT AND CIVILITY

### Introduction

A child's education happens only through a partnership between the student, School and District personnel, parent(s) or guardian(s), and the community. A partnership is an active state that includes sharing responsibilities, having meaningful communication, and welcoming participation. People will not always agree, and that can make partnerships difficult. Partnerships are most powerful when we agree on how to disagree. All stakeholders must remain civil in their discourse. The purpose of this policy is to provide rules of conduct for students, employees, parents, and visiting members of the public which permit and encourage effective communication between all stakeholders while at the same time enabling the Board to identify and deal with those behaviors that are inappropriate and disruptive to the operation of the school. It is not the intent of the Board to deprive any person of his/her right to freedom of expression, and nothing contained in this policy is intended to restrict or chill an individual's free speech rights as determined by the forum in which the speech occurs. Public participation at school board meetings shall continue to be governed by Board Policy 0169.1 - Public Participation at School Board Meetings.

As we communicate, we must be mindful that we are all working together to benefit the children of this community.

Therefore, the Board requires that, as we communicate, students, Classical Prep faculty and staff, parents/guardians, and all other members of the community shall:

Always treat each other with respect and civility.

### Expected Level of Behavior

- A. School personnel will treat students, parents, other members of the public, and each other with courtesy and respect.
- B. Students, parents, members of the public, and visitors to the school facilities will treat teachers, school administrators, other school staff, and each other with courtesy and respect.
- C. Listening carefully and respectfully, without interruption, as others express opinions that may differ from ours.
- D. Providing an opportunity for all parties to be heard without interruption, intimidation, or displays of temper.
- E. Sharing our opinions and concerns without loud or offensive language, gestures, intimidation, displays of temper, and/ or profanity
- F. Obeying school and district rules for access and visitation.
- G. Respecting the obligations and time constraints of all involved stakeholders.
- H. Responding in an appropriate fashion when one seeks assistance or clarification.
- I. We share information honestly without the intent to deceive.
- J. We understand that the outcome may not always be the outcome we want and that rudeness, intimidation, or displays of temper are inappropriate responses to this.
- K. We do not threaten or cause physical harm to another.
- L. We do not threaten or cause damage to school property or other property.
- M. We do not bully, belittle, or tease one another or allow others to do so in our presence.

- N. We do not demean and are not abusive or obscene in any of our verbal or written communications.
- O. We do not disrupt or attempt to interfere with the operation of a classroom or any other work or public area of a school or school facility. In essence, communicating in a way that treats each other as we would like to be treated will lead to cooperative and constructive conversations.

### **Unacceptable/Disruptive Behavior**

Disruptive behavior includes, but is not necessarily limited to,

- A. behavior which interferes with or threatens to interfere with the operation of a school, a classroom, an employee's office or office area, or a school event;
- B. using loud and/or offensive language, swearing, cursing, using profane language, or displays of temper;
- C. threatening to do bodily or physical harm, whether or not the behavior constitutes or may constitute a criminal violation;
- D. damaging or destroying school property;
- E. any other behavior that disrupts the orderly operation of a school, a school classroom, or
- F. abusive, threatening, or obscene phone calls, e-mails, voice mail messages, text messages, or other vexatious verbal/written communications.

### **Responding to Disrespectful or Uncivil Behavior:**

Mutual respect and civility can occur only with the individual and collective commitment of all parties involved, including students, Classical Prep faculty and staff, parents/guardians, and community members. To promote respectful and civil discourse, it is crucial that individuals are well-informed about how to address uncivil behavior and the corresponding responses to such actions. Consequently:

- A. A student who believes that he or she has not been treated in a manner reflective of the Code of Civility should report such behavior to the appropriate school administrator or that administrator's immediate supervisor.
- B. A parent/ guardian or community member who believes that he or she has not been treated in a manner reflective of the Respect and Civility policy should report such behavior to the staff member's immediate supervisor.
- C. If personal harm is threatened, a stakeholder may immediately remove themselves from the situation and contact law enforcement.
- D. An employee or agent of the district who believes that he or she has not been treated in a manner reflective of the Respect and Civility policy should use the guidelines set forth below.
- E. Anyone on Board property without authorization may be directed to leave the premises by an administrator, school safety guard, or school resource officer. Anyone who threatens or attempts to disrupt school or school district operations, physically harm someone, intentionally cause damage, uses loud or offensive language, gestures, profanity, or shows a display of temper must be directed to leave the premises by an administrator or school resource officer. If such a person does not immediately and willingly leave and the school resource officer is unavailable, law enforcement shall be called. Visitors to school or district property may be trespassed and denied future access to the school or facility for the actions listed above.
- F. If a telephone call recorded by an answering machine, e-mail, voicemail message, or any type of written communication is demeaning, abusive, threatening, or obscene, the employee is not obligated to respond.
- G. The employee shall save the message and contact his or her immediate supervisor, the school safety guard, and/or the District Chief of Safety and Security. If personal harm is threatened in the message, the employee may contact law enforcement.

### **Authority of School Personnel**

- A. Authority to Direct Persons to Leave School or Board Premises

Any individual who displays the following behavior may be directed to leave the school premises by a school's principal or dean or,

in their absence, a person who is lawfully in charge of the school or a School Safety Guard;

1. disrupts or threatens to disrupt school operations;
2. threatens to do, attempts to do, or does physical harm to school personnel, students, or others lawfully on school premises;
3. threatens the health or safety of students or others lawfully on school premises;
4. intentionally causes damage to school property or the property of others lawfully on a school campus;
5. uses excessively loud or offensive language, or
6. without authorization comes on a school property or facility.

If any member of the public uses obscenities or speaks in a demeaning, loud, or insulting manner, the employee or agent to whom the remarks are directed shall take the following actions:

1. Calmly and politely, ask the speaker to communicate civilly.
2. If the verbal abuse continues, give appropriate notice to the speaker and terminate the meeting, conference, or telephone conversation.
3. If the meeting or conference is on school district premises, request that an administrator or authorized person direct the speaker to leave promptly.
4. If the speaker does not immediately leave the premises, an administrator or other authorized person shall notify law enforcement and take any necessary action.
5. Depending on the behavior involved, a member of the public who engages in disrespectful, uncivil, or disruptive behavior may be removed from a meeting, removed from a campus or facility, trespassed from a campus or facility, or subject to other lawful repercussions.
6. A student who engages in disrespectful, uncivil, or disruptive behavior may be disciplined in accordance with the Student Code of Conduct or subject to other lawful repercussions, depending on the behavior involved.
7. Depending on the behavior involved, an employee or agent of Classical Prep who engages in disrespectful, uncivil, or disruptive behavior may be disciplined by The Board by Board Policy or the Collective Bargaining Agreement, reported to the Florida Department of Education's professional standards department, or subject to other lawful repercussions.

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 personal harm, the employee may contact law enforcement. Based on the severity and/or frequency of any of the above-listed behaviors, an administrator may impose additional future restrictions on an offending individual (e.g., trespass, limitations on interaction with certain school personnel in the future, etc.).

**B. Authority to Deal with Persons Who Are Verbally Abusive**

If any public member uses obscenities or speaks in a demanding, excessively loud, insulting, and/or demeaning manner, the employee to whom the remarks are directed shall calmly and politely warn the speaker to communicate civilly.

If the verbal abuse continues, the employee to whom the remarks are directed may terminate the meeting, conference, or telephone conversation after giving appropriate notice to the speaker. If the meeting or conference is on school premises, any employee may request that an administrator or other authorized personnel promptly direct the speaker to 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 employee is threatened with personal harm, the employee may contact law enforcement.

## Stakeholder Recourse

Any parent, visitor, student, or member of the public who believes they have been subjected to unacceptable/disruptive or retaliatory behavior on the part of a staff member should notify the staff member's immediate supervisor, who shall review the complaint and take appropriate action. Nothing contained in this policy shall impair a parent, visitor, student, or other members of the public's right to file a complaint or seek other recourses specifically provided for by law or Board Policy, and nothing contained in this policy is intended to diminish the behavioral or performance expectations established for staff members by law or Board Policy. Staff members who engage in any of the unacceptable/disruptive behaviors outlined in this policy are subject to appropriate disciplinary action and may also be subject to any of the outcomes listed herein.

## Criminal Liability

Florida Statute 877.13 makes it unlawful for any person:

- A. knowingly to disrupt or interfere with the lawful administration or functions of any educational institution, school board, or activity on school board property in this state.
- B. knowingly to advise, counsel, or instruct any school pupil or school employee to disrupt any school or school board function or activity on school board property, or classroom.
- C. knowingly to interfere with the attendance of any other school pupil or school employee in a school or classroom.
- D. to conspire to riot or to engage in any school campus or school function disruption or disturbance that interferes with the educational processes or with the orderly conduct of a school campus, school, or school board function or activity on school board property.

This statute applies to all educational institutions, school boards, and functions or activities on school board property; however, nothing herein shall deny public employees the opportunity to exercise their rights pursuant to part II of chapter 447.

Any person who violates the provisions of this section is guilty of a misdemeanor of the second degree, punishable as provided in F.S. [775.082](#) or F.S. [775.083](#).

Legal	F.S. 1001.41(2), 1006.145
	20 U.S.C. 1681 et seq.
	29 U.S.C. 621 et seq.
	29 U.S.C. 794 et seq.
	41 U.S.C. 1983, Civil Rights Act
	42 U.S.C. 2000 et seq.
	42 U.S.C. 12101 et seq.