

North Orange County Regional Occupational Program

Administrative Regulation

ROP AR 5144(a)

Students

STUDENT DISCIPLINE PROCEDURE

1. ROP students are expected to obey any reasonable and lawful direction of an instructor. The instructor has the responsibility to supervise students as mandated by California law.
2. ROP students, both minors and adults, are expected to comply with the following expectations:
 - a. Attend class punctually and regularly.
 - b. Obey promptly all directions given by the instructor and others in authority.
 - c. Observe good order and reflect propriety in behavior.
 - d. Be diligent in study.
 - e. Be respectful to instructors and others in authority.
 - f. Be courteous to classmates.
3. ROP students attending classes on participating district campuses are expected to obey all applicable rules and regulations of the participating district and campus.
4. ROP students who are attending classes at community work sites are expected to obey all applicable rules and regulations of the business operating the community classroom.
5. ROP students participating in cooperative vocational education are expected to obey all applicable rules and regulations of their employers

STUDENT DISCIPLINE PROCEDURE

ROP AR 5144(b)

6. ROP instructional staff shall create a classroom environment conducive to student success through the implementation of effective instructional strategies, including but not limited to, the following:
 - a. Appropriate organization of the classroom space, materials and time
 - b. Adequate lesson plans completed prior to class time
 - c. Use of a variety of classroom activities and teaching techniques
7. ROP instructors and staff are responsible for the communication and implementation of guidelines for student conduct.
 - a. ROP instructors shall be the primary persons handling student behavior problems.
 - b. When additional help is needed, career guidance specialists, the student's parents, high school personnel, and/or ROP administrators may be contacted.
8. The following means of correction shall be used before other means are imposed.
 - a. Instructor-student conferences establishing expected levels of student conduct and steps the instructor will take if the expected level is not met
 - b. Instructional administrator-student-instructor conferences establishing expected levels of student conduct and steps the administrator will take if the expected level is not met
 - c. Assistance from the career guidance specialist and/or high school counseling staff
 - d. Instructor-parent conference explaining the student's conduct and requesting parental assistance and support in elimination student misconduct
 - e. Reassignment to another class within ROP as per Board Policy and Administrative Regulation 5111, Enrollment

STUDENT DISCIPLINE PROCEDURE**ROP AR 5144(c)**

9. A student may be immediately suspended from a class by an instructor if the student's offense is such that the student's presence causes danger to persons or property or is a severe threat to the instructional process. (See Administrative Regulation 5144.1, Suspension and Expulsion/Due Process.)

April 20, 2005

November 14, 1989