

# School Culture and Discipline Policy

## LIST OF CERTAIN ACTIONABLE OFFENSES:

1. ***DISRUPTING THE SCHOOL ENVIRONMENT (IN GENERAL, SECTION 1 OFFENSES WILL BE PUNISHED WITH IN-SCHOOL DISCIPLINARY MEASURES (SEE BELOW); SERIOUS OR REPEAT CASES, HOWEVER, MAY RESULT IN MORE SEVERE CONSEQUENCES, AS INDICATED BELOW).***

**1.1 Arriving Late to School or Class:** Student tardiness disrupts class, inconveniences others, and often results in academic difficulties. Students may not be late to school or class.

**1.2 Cutting School, Class, Detention, or Mandatory School Events:** Students are required to attend all classes, assigned detention, and mandatory school events. Students are not permitted to have unexcused absences or to leave the school building without permission. In addition to other disciplinary consequences, these offenses may result in long-term suspension and/or expulsion.

**1.3 Violating the Dress Code:** Students must be in proper attire (see below)..

**1.4 Gum, Food, and Beverages:** Students may not chew gum or eat or drink at unauthorized times or places.

**1.5 Disrupting Class and Preventing Teaching:** MESA can fulfill its mission only if classrooms are safe and teaching is uninterrupted. Students may not disrupt class. In addition to other disciplinary consequences, this offense may result in long-term suspension and/or expulsion.

**1.6 Cheating, Plagiarism, and Copying Other's Work:** Cheating or copying the work of others (or allowing other students to copy work) is unacceptable. In addition to other disciplinary consequences, this offense may result in long-term suspension and/or expulsion.

**1.7 Forgery:** Students may not forge a signature. In addition to other disciplinary consequences, this offense may result in long-term suspension and/or expulsion.

**1.8 Lying to a Staff Member:** Honesty is an essential element of personal character and is needed to build a community based on trust and respect. Students are not permitted to lie or attempt to conceal the truth. "Lying by omission" is included in this offense.

**1.9 Being Disrespectful toward a Staff Member:** A school cannot function properly if students are permitted to be disrespectful toward adults. For that reason, students may not be disrespectful toward a staff member or any other adult associated with the school. In addition to other disciplinary consequences, this offense may result in long-term suspension and/or expulsion at the first occurrence.

**1.10 Being Disrespectful toward a Student:** If students do not feel physically and emotionally safe in school, teaching and learning are made more difficult. Therefore, students may not be disrespectful toward other students. In addition to other disciplinary consequences, this offense may result in long-term suspension and/or expulsion at the first occurrence.

**1.11 Possession of Inappropriate Property, Including But Not Limited to Electronics:**

Students cannot possess or use electronic equipment such as ipods, cell phones, games, printed text or lyrics that are vulgar, profane, or sexually explicit, or any other items inappropriate for school. Such items will be confiscated and, in the case of electronics, returned in-person to a parent at a time appointed by the school. In addition to other disciplinary consequences, this offense may result in long-term suspension and/or expulsion at the first occurrence.

**1.12 Gambling:** Gambling or betting is not tolerated. In addition to other disciplinary consequences, this offense may result in long-term suspension and/or expulsion.

**1.13 Misbehaving Inside or Outside of Class:** Misbehavior that violates this Disciplinary Policy inside or outside of class is not permitted. In addition to other disciplinary consequences, this offense may result in long-term suspension and/or expulsion.

**1.14 Other Behavior Detrimental to the School:** Notwithstanding the specific provisions of this disciplinary code, other behavior that the Principal, Executive Director, Dean of Students or Board of Trustees deems “detrimental to the school” is not permitted.

**1.15 Failure to Comply with School-Imposed Consequences:** Students must comply with school-imposed consequences. In general, a first instance of failure to comply will result in the initial consequence being doubled (for example a student who fails to comply with referral to detention will receive two detentions). A second instance of failure to comply with school-imposed consequences may be met with in-school or out-of-school suspension. Repeated failure to comply with school-imposed consequences may result in expulsion.

**2. *ASSAULT, BATTERY, BODILY HARM, INAPPROPRIATE TOUCHING, AND/OR THREATS (IN ADDITION TO OTHER DISCIPLINARY CONSEQUENCES, THESE OFFENSES MAY RESULT IN LONG-TERM SUSPENSION AND/OR EXPULSION AT THE FIRST OCCURRENCE).***

**2.1 Causing Bodily Harm:** Students may not cause physical injury to a student, school employee, or another person. Students are not permitted to harm or attempt to harm a student, school employee, or another person.

**2.2 Assault and Battery:** Students may not commit assault, including sexual assault, and/or battery on a student, school employee, or another person. Assault is an attempt or threat to physically harm another person; assault does not require physical contact. Battery is any unlawful touching of another person.

**2.3 Fighting or Unwanted Physical Contact:** MESA students may not fight. Harassing, pushing, touching, or any form of unwanted physical contact is not tolerated.

**2.4 Play Fighting and Threatening:** Play fighting and/or the use of threats endanger the safety of the community. Students may not play fight and/or threaten others.

**2.5 Setting off a False Alarm or Making a Threat:** Students may not intentionally set off a false alarm or make a destructive threat.

**2.6 Engaging in Sexual Activity or Inappropriate Touching:** A student may not engage in sexual activity of any kind or touch himself/herself or others inappropriately.

**3. POSSESSION OR USE OF FIREARMS, WEAPONS, AND/OR DANGEROUS OBJECTS (IN ADDITION TO OTHER DISCIPLINARY CONSEQUENCES, THESE OFFENSES MAY RESULT IN LONG-TERM SUSPENSION AND/OR EXPULSION AT THE FIRST OCCURRENCE).**

**3.1 Possession or Use of a Firearm:** Students may not possess or use a firearm. In compliance with the Gun Free Schools Act, 20 U.S.C. § 7151, the school will expel from school for a period of not less than 1 year a student who is determined to have brought a firearm to a school, or to have possessed a firearm at school, except that the Executive Director or Principal of MESA may modify such expulsion requirement for a student on a case-by-case basis if such modification is in writing.

**3.2 Possession or Use of a Mock Firearm:** Students may not possess or use a mock firearm.

**3.3 Using or Possessing a Weapon or Dangerous Object:** Students are not allowed to bring a weapon of any sort to school, use any object in a dangerous or threatening manner, or have a weapon on him/her or in his/her property.

**3.4 Arson:** Students may not set a fire.

**4. POSSESSION, USE, OR DISTRIBUTION OF CONTROLLED SUBSTANCES, ALCOHOL, OR TOBACCO**

**4.1 Using or Possessing Drugs or Alcohol:** Students may not use or possess any non-prescribed controlled substance, narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, or intoxicant of any kind. Prescribed and over-the-counter drugs must be delivered to the designated MESA staff person by a parent or guardian with a doctor-signed medication authorization form. Students may not be in possession of prescribed or over-the-counter drugs. In addition to other disciplinary consequences, this offense may result in long-term suspension and/or expulsion at the first occurrence.

**4.2 SELLING OR TRANSFERRING DRUGS OR ALCOHOL:** Students may not sell, distribute, or possess with intent to sell or distribute a prescribed or non-prescribed controlled substance. Nor should they carry paraphernalia related to drugs or alcohol (ex: pill bottles, etc.). In addition to other disciplinary consequences, this offense may result in long-term suspension and/or expulsion at the first occurrence.

**4.3 Using or Possessing Tobacco Products:** The use of tobacco is banned. Students may not use or possess cigarettes, chewing-tobacco, or other tobacco products. In addition to other disciplinary consequences, this offense may result in long-term suspension and/or expulsion.

**4.4 Selling or Transferring Tobacco Products:** Students may not sell, distribute, or possess with intent to sell or distribute cigarettes, chewing-tobacco, or other tobacco products. In addition to other disciplinary consequences, this offense may result in long-term suspension and/or expulsion.

**5. HARASSMENT AND VIOLATIONS OF CIVIL RIGHTS (IN ADDITION TO OTHER DISCIPLINARY CONSEQUENCES, THESE OFFENSES MAY RESULT IN LONG-TERM SUSPENSION AND/OR EXPULSION AT THE FIRST OCCURRENCE).**

**5.1 Violating the Civil Rights of Others:** Students may not violate the civil rights of others.

**5.2 Harassment:** Students may not make unwanted sexual advances toward or commit sexual harassment of any members of the school community. Harassment or intimidation

of any members of the school community on the basis of their racial or ethnic background, gender, religion, age, sexual orientation, disability or any other basis is not permitted.

**5.3 Bullying:** Students may not bully other students. This includes conduct on school property or outside of school, as well as any electronic or “cyber” bullying.

**5.4 Abusive or Profane Language or Treatment:** Students may not use abusive, threatening, vulgar, coarse, or degrading language (including racial epithets or sexist or homophobic remarks).

**6. *THEFT OR VANDALISM (IN ADDITION TO OTHER DISCIPLINARY CONSEQUENCES, THESE OFFENSES MAY RESULT IN LONG-TERM SUSPENSION AND/OR EXPULSION AT THE FIRST OCCURRENCE).***

**6.1 Theft, Loss, or Destruction of Personal or School Property:** Students may not steal, lose, or damage someone else's property or school property. In addition to facing other consequences for violation of this rule, students are expected to return property to its rightful owner in its original condition or to reimburse the owner and/or the school for lost, damaged, or stolen property.

**6.2 Mistreatment or Inappropriate Use of Technology or School Property:** Students must treat computers, printers, and other technology with care. MESA does not tolerate attempts to access the school's files or other inappropriate uses of technology or the Internet. Students do not have the right to use school computers to access chat rooms or email or to access web sites or files that contain profanity, sexually explicit language or pictures, excessively violent themes, and/or other material inappropriate for minors. Students must not mistreat other school property.

**7. *GANG AFFILIATION OR ACTIVITY:*** Students may not be a member of nor participate in any criminal gang or criminal gang-related activity. Students may also not wear or otherwise display criminal gang clothing, signs or symbols. In addition to other disciplinary consequences, this offense may result in long-term suspension and/or expulsion at the first occurrence.

**8. *REPEATED VIOLATIONS OF THE CODE OF CONDUCT:*** Progressively more serious disciplinary consequences shall be imposed upon any student who repeatedly commits one or more disciplinary offenses. Repeated violations of the code of conduct, even for offenses not generally punishable by suspension or expulsion if committed on their own, may be punishable by suspension or expulsion when taken together with other offenses previously committed.

### **STUDENT DISCIPLINARY ACTIONS**

Discipline at MESA will be administered by school personnel utilizing consequences described elsewhere in this Policy. However, in addition to disciplinary actions provided for elsewhere in this Policy, any breaches of local, state or federal law may be handled in cooperation with the New York City Police Department or other authorities. Where appropriate, MESA officials also will contact law enforcement agencies.

**Definitions:** For purposes of this Code:

- **"Short-term suspension"** shall refer to the removal of a student from school for disciplinary reasons for a period of ten or fewer days;
- **"Long-term suspension"** shall refer to the removal of a student from school for disciplinary reasons for a period of more than ten days; and
- **"Expulsion"** shall refer to the permanent removal of a student from school for disciplinary reasons.

**In-School Disciplinary Measures:** In-school disciplinary matters will be referred to and administered by the Dean of Students. In each case, the Dean of Students will follow the steps listed below.

- The staff member addresses the conduct (including describing the infraction(s) and hearing the student's version of events) and writes up the infraction for the Dean of Students.
- If necessary, the student is removed from class.
- The Dean of Students notifies the parents of the offense and describes the consequence to be administered.
- If appropriate, the school will schedule a meeting with a parent or guardian in order to discuss the infractions and may reduce the penalty based upon mutual understanding reached at the meeting.
- The Dean of Students may assign one or more of the following In-School Disciplinary measures as a consequence for violating the Code of Conduct:
  - Behavioral Contract
  - Detention (After school)
  - Detention (Lunch)
  - Detention (Saturday)
  - Loss of school privileges
  - Community Service
  - Other consequences as the Dean of Students shall deem fit, in compliance with all applicable law

**Due Process:** MESA shall follow due process procedures consistent with *Goss v. Lopez*, 419 U.S. 565 (1975).

**Short-Term Suspensions:** Short-term Suspension may be imposed by the Principal, Executive Director, or the Board. If a student commits an offense that calls for short-term suspension (10 days or less), the following steps are taken:

- If necessary, the student is immediately removed from class and/or school.
- The student is informed of the charges against him or her.
- The student is entitled to respond to the charges against him or her.
- The parent/guardian is notified of the imposition of short-term suspension by MESA in writing. Written notice shall be provided by e-mail, personal delivery or express mail delivery to the last known address(es) of the parents or guardians. Where possible,

notification also shall be provided by telephone. Such notice shall provide a description of the incident(s) for which suspension is proposed and shall inform the parents or guardian of their right to request an immediate informal conference with the Principal. Such notice and informal conference shall be in the dominant language of the mode of communication used by the parents or guardian if known by MESA to be other than English.

- The school will schedule a meeting with a parent or guardian in order to discuss the infractions and may reduce the penalty based upon mutual understanding resulting from the meeting.

The Principal or Executive Director's decision to impose a short-term suspension may be challenged by the parent(s) or guardian in accordance with the charter school's complaint process.

**Long-Term Suspension and Expulsion:** The Principal, Executive Director, or Board may impose a long-term suspension. If a student commits an offense that calls for long-term suspension (more than 10 days) or expulsion, the following steps are taken:

- If necessary, the student is immediately removed from class and/or school.
- The student is informed of the charges against him or her.
- Upon determining that a student's action warrants a possible long-term suspension, the Principal shall verbally inform the student that he or she is being suspended and is being considered for a long-term suspension (or expulsion) and state the reasons for such actions.
- The parent/guardian is notified in writing by MESA. Written notice shall be provided by personal delivery or express mail delivery to the student's last known address. Where possible, notification also shall be provided by telephone if the school has been provided with a contact telephone number for the parent(s) or guardian(s). Such notice shall provide a description of the incident or incidents which resulted in the suspension, the alleged violations of school rules, and shall indicate that a formal hearing will be held on the matter which may result in a long-term suspension (or expulsion). The notification provided shall be in the dominant language used by the parent(s) or guardian(s) if it is known to be other than English. The notice will state that at the formal hearing, the student shall have the right to be represented by counsel, present and question witnesses, and present evidence.
- The school will set a hearing date. The student and/or his/her parent/guardian will be notified in writing of the:
  - charges and a statement of the evidence
  - date, time and place of a hearing
  - notice of the right at the hearing to:
    - be represented by legal counsel (at the student's/parent's own expense)
    - present evidence and question witnesses
- After the Principal, Executive Director, or a hearing officer designated by any of these hears the case, the Principal, Executive Director their designee issues a written decision to be sent to the student, the parent/guardian, the school's Board of Trustees, and the student's permanent record.

If a parent or student wishes to appeal a decision, they may do so by notifying the Chair of the Board of Trustees in writing within 5 school days of the issuance of the written decision. If there

is such an appeal, the Board of Trustees will select three members to hear the case. A hearing will occur as soon as practically possible between the Principal, the parent and the designated representatives from the Board of Trustees. The decision to impose a long-term suspension/expulsion upon a student may also be challenged by the parent(s) or guardian, as well as pursuant to Education Law § 2855(4) where there is an allegation that they school has violated applicable law or the terms of its charter.

*Firearm Violations:* Federal law requires the expulsion from school for a period of not less than one year of a student who is determined to have brought a firearm to the school, or to have possessed a firearm at school, except that the Principal may modify such expulsion requirement for a student on a case-by-case basis, if such modification is in writing, in accordance with the Federal Gun-Free Schools Act of 1994 (as amended). “Firearm,” as used in this policy means a "firearm," as defined by 18 USC §921, and includes firearms and explosives. The Principal shall refer a student under the age of sixteen who has been determined to have brought a weapon or firearm to school to a presentment agency for a juvenile delinquency proceeding consistent with Article 3 of the Family Court Act except a student fourteen or fifteen years of age who qualifies for juvenile offender status under Criminal Procedure Law § 1.20(42). The Principal shall refer any pupil sixteen years of age or older or a student fourteen or fifteen years of age who qualifies for juvenile offender status under Criminal Procedure Law § 1.20(42), who has been determined to have brought a weapon or firearm to school to the appropriate law enforcement officials.

**Provision of Services During Removal:** MESA will ensure that alternative educational services are provided to a child who has been suspended. For a student who has been suspended or expelled, alternative instruction will be provided to the extent required by law. The school will provide alternative instruction to students as soon as practicable: in general, no later than the day after the suspension is effective. Such instruction will be at a reasonable location and time of the school’s choosing.

Alternative instruction for suspended students will be of sufficient duration to enable a student to cover all class material, take all tests and quizzes, keep pace with other students, and progress to the next grade level.

### **DISCIPLINE POLICY FOR STUDENTS WITH DISABILITIES**

In addition to the discipline procedures applicable to all students, the following procedures are applicable to students with disabilities. These procedures apply to students with identified disabilities under the Individuals with Disabilities Education Act (IDEA). Such students have an Individualized Education Program (IEP) describing their needs. A student not specifically identified as having a disability but about whom the school, prior to the behavior which is the subject of the disciplinary action, has a basis of knowledge—in accordance with 34 CFR 300.534—that a disability exists may also request to be disciplined in accordance with these provisions. MESA shall comply with sections 300.530-300.536 of the Code of Federal Regulations (“CFR”) and the following procedures, except that in the event that the following

procedures are inconsistent with federal law and regulations, such federal law and regulations shall govern.

The school shall maintain written records of all suspensions and expulsions of students with a disability including the name of the student, a description of the behavior engaged in, the disciplinary action taken, and a record of the number of days a student has been suspended or removed for disciplinary reasons.

For infractions that do not constitute a change in placement or that constitute a change in placement for ten days or less (cumulative), students with disabilities shall be subject to the same disciplinary policy as students without disabilities. Suspended students will receive the same legally required compensatory education as other students, although they are not required to receive their IEP services.

If a student identified as having a disability is suspended during the course of the school year for a total of more than ten days, such student will immediately be referred to the CSE of the student's district of residence so that the CSE can determine whether the problem behavior is linked to the student's disabilities. In addition to this manifestation determination, the CSE will engage in a reconsideration of the student's educational placement. Such a student shall not be suspended for a total of more than ten days during the school year without the specific involvement of the CSE of the student's district of residence prior to the eleventh day of suspension, because such suspensions may be considered to be a change in placement. The school will work closely with the CSE of the students' district of residence in determining education services or the interim alternative educational setting consistent with the FAPE requirements.

In considering the placement of students referred because of disciplinary problems, the CSE of the student's district of residence is expected to follow its ordinary policies with respect to parental notification and involvement. The CSE will be notified in the event of:

- 1) The commission of an infraction by a student with a disability who has previously been suspended for the maximum allowable number of days.
- 2) The commission of any infraction by a disabled student, regardless of whether the student has previously been suspended during the school year if, had such infraction been committed by a non-disabled student, the Principal would seek to impose a suspension in excess of ten days.

#### *Students with 504 Plans*

Students whose disabling conditions entitle them to services under Section 504 of the Rehabilitation Act of 1973 (504) and who have a 504 plan shall be subject to the same disciplinary policies as students with IEPs, with the exception that in the case of a change of placement totaling more than ten days, the student shall not be referred to the CSE for a manifestation determination hearing. The school will conduct its own hearing to assess any link



between the problem behavior and the student's condition..

**Provision of Services During Removal:** Those students removed for a period of fewer than ten days will receive all classroom assignments and a schedule to complete such assignments during the time of their suspension. Provisions will be made to permit a suspended student to make up assignments or tests missed as a result of such suspension. The school also shall provide additional alternative instruction within the ten days and by appropriate means to assist the student, so that the student is given full opportunity to complete assignments and master curriculum, including additional instructions, phone assistance, computer instruction and/or home visits and one-on-one tutoring.

For each student with an IEP, during any subsequent removal that, combined with previous removals equals ten or more school days during the school year, but does not constitute a change in placement, services must be provided to the extent determined necessary to enable the child to appropriately progress in the general curriculum and in achieving the goals of his or her IEP. In these cases, school personnel, in consultation with the child's special education teacher, shall make the service determination.

During any removal for drug or weapon offenses pursuant to 34 CFR §300.530(g), services will be provided to the extent necessary to enable the student with an IEP to appropriately progress in the general curriculum and in achieving the goals of his or her IEP. These service determinations will be made by the CSE of the student's district of residence. The school will place students in interim alternative educational settings as appropriate per 34 CFR §300.520(g).

During any subsequent removal of a student protected under the IDEA that does constitute a change in placement, but where the behavior is not a manifestation of the disability, the services must be provided to the extent necessary to enable the student to appropriately progress in the general curriculum and in achieving the goals of his or her IEP. The CSE of the student's district of residence will make the service determination.

**Due Process:** If discipline which would constitute a change in placement is contemplated for any student with an IEP, the following steps shall be taken: (1) not later than the date on which the decision to take such action is made, the parents of the student with a disability shall be notified by the School of that decision and provided the procedural safeguards notice described in 34 CFR §300.504; and (2) the CSE of the student's district of residence and other qualified personnel shall meet and review the relationship between the child's disability and the behavior subject to the disciplinary action (subject to CSE's availability).

If, upon review, it is determined that the child's behavior was not a manifestation of his or her disability, then the child may be disciplined in the same manner as a child without a disability, except as provided in 34 CFR §300.530(d), which relates to the provision of services to students with disabilities during periods of removal.

Parents may request a hearing to challenge the manifestation determination. Except as provided below, the child will remain in his or her current educational placement pending the determination of the hearing.

## Dress Code

**Dress Code:** As part of its core value of Professionalism, MESA does not require its students to wear a uniform. Our students are young men and young women, and part of being college-ready is understanding how to dress appropriately in different circumstances. Rather, MESA requires that all students and teachers wear “professional attire” at all times, with the exception of “Casual Fridays,” during which jeans will be permitted, and designated “dress down days.” Students out of dress code will not be permitted to attend class. They may either wait in the office for up to an hour until parents have brought appropriate clothes from home, or they will be sent home. If possible, the school will maintain a few items of dress code-appropriate clothing for students. However, it is not the obligation of MESA to supply alternative appropriate clothes for a student who is out of dress code. If a student wears an outfit that is not specifically covered by this dress code but is nevertheless deemed by the Principal, Executive Director or Dean of Students to be “unprofessional,” MESA reserves the right to deem the student out of dress code and administer the above consequences.

*Boys:* Boys must wear shirts with collars or turtlenecks. Shirts must have sleeves and be tucked in, neatly and completely. Boys must wear full-length pants (not denim, sweatpants, or athletic gear) in good repair. Shoes must have backs, closed toes, and be in good repair. Pants must be worn at the waist with a solid colored belt and may not “sag.” Boys may wear sneakers so long as they are primarily solid black, solid grey, or solid brown in color. Boys’ button-down shirts must have no more than two buttons from the top open. Boys may wear solid sweaters or sweatshirts with no writing on them. Boys may not wear hooded sweatshirts, hats, scarves, or any other head covering except for religious purposes. Students may not carry or wear flags or bandanas. Any jewelry must be modest and not over-sized.

*Girls:* Girls must wear shirts or dresses with sleeves (no sleeveless items such as spaghetti straps or tank tops) and modest necklines. Girls may wear solid t-shirts, blouses, or polo shirts. Shirts must fall well below the waistline and midriffs may not be exposed. Skirts and dresses must be knee length. All garments must fit properly without being tight. Girls may wear full-length or calf-length pants (not denim, sweatpants, or athletic gear). Pants must be worn at the waist with a solid colored belt and may not “sag.” Any leggings must be worn under a skirt, dress, or pants that comply with MESA’s dress code; they may not be worn on their own. No see-through garments are allowed. Shoes must have low heels, low soles, backs and closed toes. Girls may wear sneakers so long as they are primarily solid black, solid grey, or solid brown in color. Girls may wear solid sweaters or sweatshirts with no writing on them. Girls may not wear hooded sweatshirts, hats, scarves, or any other head covering except for religious purposes. Students may not carry or wear flags or bandanas. Any jewelry must be modest and not over-sized.

*Gym Uniform:* Students must purchase the MESA gym uniform. Only the MESA gym uniform will be permitted for gym class.

*School Discretionary Clause:* Notwithstanding the above language, the Principal and Executive Director may, at their discretion, deem a student out of dress code if he or she is wearing clothing

the Principal or Executive Director deem “unprofessional.” In this case, the consequences in the disciplinary code would apply.

*Casual Fridays and designated dress-down days:* On Fridays and certain designated “dress down days,” students must follow the above dress code with the exception that they will be allowed to wear jeans.

### Cell Phone Policy

MESA students are permitted to bring phones into the building past the scanners downstairs, but are not permitted to have or use them during the course of the instructional day. Students may check their phones in with the Director of Operations at arrival (see below); they will be secured for the day, and returned to students at the end of last period.

Parents and students should not be in casual contact during the school day, as it is distracting to instruction and makes it very difficult for the teachers to do their job. In the event of an emergency, we ask that you please call the main office at (718) 282-7426.. If your child needs to call you, we will send him or her to the main office to call.

If a student elects not to check in a phone, MESA will take that as an indication that a student does not have a phone in his/her possession. Therefore, if that student is later seen or heard in possession of a phone, it is considered a lie of omission, in violation of MESA's core value of Integrity. The phone will be confiscated and held for a week until the parent/guardian comes to pick it up, and additional consequences will be administered.