AR§5144 - Administrative Responsibilities - Discipline Policy for Grades K-12

Students may be suspended or expelled if the act is related to a school activity or school attendance, including but not limited to the following: (a) while on school grounds; (b) while going to or coming from school; (c) during a school lunch period, whether on or off campus; or (d) during or while going to or coming from a school sponsored activity. Education Code 49079 requires that teachers be informed of a pupil's suspension and the infraction specific to the case, as described in Education Code 48900, except for smoking. The information shall be provided confidentially to teachers for the previous three school years. All students will be held accountable for the last three years of their discipline history.

The following discipline matrix indicates the types of disciplinary action that may apply to each offense. These actions may be applied to a first time or repeated incident. Progressive consequences, when applicable, are listed for each subsequent offense within the respective education code violation. School officials use this matrix as a guide intended to standardize disciplinary procedures throughout the District. The recommendations are not intended to substitute for the judgment of professional personnel based upon knowledge of the student's behavior record and statutory restraints.

OFFENSE	CONSEQUENCE
Sale of any controlled substance listed in Chapter 2 of Division 10 of the Health and Safety Code Ed Code 48900(c) – Sale of a controlled substance Incident Type:D-Sale of Controlled Substance Brandishing a knife Ed Code 48900(b) – Brandished weapon or other dangerous object Incident Type:C-Brandishing a Knife Possessing, selling, or otherwise furnishing a firearm Ed Code 48900(b) Possessed weapon or other dangerous object Incident Type:C-Possession of Firearm Possessing an explosive Ed Code 48900(b) – Possessed weapon or other dangerous object Incident Type:C-Possession Explosive Committing or attempting to commit sexual assault or battery Ed Code 48900(n) – Sexual assault or battery Incident Type:B-Sexual Battery	Parent conference Suspension 5 days pending mandatory recommendation to expel 48915 (c) violation Report to police department. For students who are being recommended for expulsion and have a 504 Plan or an Individualized Education Plan (IEP), a Manifestation Determination Meeting must be held within the first 10 days of suspension (federal law); however, California Law states that the extension of suspension notification must be sent within the first 5 days, therefore best practice would be to hold the Manifestation Determination Meeting within the first five days. If the behavior is a manifestation of the disability, the recommendation to expel must be rescinded and the student placed back into their school of enrollment. School personnel are authorized to unilaterally remove a student to an alternative educational setting for up to 45 school days without regard to whether the student's behavior is a manifestation of the student's disability when the student is found to have committed any of the following violations: carried or possessed a weapon, possessed or used illegal drugs, sold or solicited the sale of illegal drugs, or inflicted serious bodily injury. The interim setting is to be determined by the IEP team.
Fighting, attempting to cause, or threatening to cause injury to another person Ed Code 48900(a)(1) (Mutual Combat) Incident Type:B-Fighting	**1st Offense**: Parent conference, other means of correction, suspension 1-3 days, possible report to police department. **2nd Offense**: Parent conference, other means of correction, suspension 1-5 days, possible report to police department. **3rd Offense**: Parent conference, suspension 3-5 days, possible recommendation to expel if can show other means of correction are not feasible or have repeatedly failed to bring about proper conduct and/or due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of others. Possible report to police department

Willfully used force or violence upon the person of another, except in self-defense – Assault (Crime Report) Ed Code 48900(a)(2) (Assault/Attack) Incident Type:B-Assault/attempt physical injury Extortion Ed Code 48900(e) Robbery Ed Code 48900(e), 48900(g) Incident Type:B-Robbery / Extortion Assault or battery upon any school employee Ed Code 48900(a)(2); 48915(E) Incident Type:B-Assault School Employee Terroristic threats against school officials or school property Ed Code 48900.7 Incident Type:B-Terrorist Threats	**1st Offense**: Parent conference, other means of correction, suspension 1-5 days, and/or possible recommendation to expel if can show other means of correction are not feasible or have repeatedly failed to bring about proper conduct and/or due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of others. Possible report to police department. **2nd Offense**: Parent conference, other means of correction, suspension 5 days, possible recommendation to expel if can show other means of correction are not feasible or have repeatedly failed to bring about proper conduct and/or due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of others. Report to police department. **3rd Offense**: Parent conference, recommendation to expel if can show other means of correction are not feasible or have repeatedly failed to bring about proper conduct and/or due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of others. Report to police department.
Possession of or sale of any knives/explosive/dangerous object Ed Code 48900(b)– Possession of weapon/other dangerous object Incident Type: C-Possession of Knife Possession, use of, or sale of imitation firearms, imitation explosives, tear gas/pepper spray/laser pointers or scopes, or other dangerous weapons or objects, or any item capable of causing death or great bodily harm Ed Code 48900(b)– Possession of weapon/other dangerous object Ed Code 48900(m)– Possession of imitation firearm (Can't suspend on 1st offense) Incident Type:C-Weapons / Other Dangerous Object Starting fires Ed Code 48900(a)(1), 48900(f), 48900(k) Incident Type: B, E, F	**1st Offense**: Parent conference, other means of correction, suspension 1-5 days, possible recommendation to expel if can show other means of correction are not feasible or have repeatedly failed to bring about proper conduct and/or due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of others. Possible report to police department. **2nd Offense**: Parent conference, other means of correction, suspension 3-5 days, possible recommendation to expel if can show other means of correction are not feasible or have repeatedly failed to bring about proper conduct and/or due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of others. Report to police department. **3rd Offense**: Parent conference, recommendation to expel if can show other means of correction are not feasible or have repeatedly failed to bring about proper conduct and/or due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of others. Report to police department
Possession or use of any controlled substance listed in Chapter 2 of Division 10 of the Health and Safety Code or alcohol, or otherwise furnished, or under the influence of same Ed Code 48900(c) Incident Type: D – Possession of a Controlled Substance D –Under Influence of Controlled Sub. Possession of or otherwise furnished any "look alike" controlled substance or alcohol Ed Code 48900(d) Incident Type:D-Possession of Controlled Substance	**1st Offense**: Parent conference, other means of correction, suspension 1-5 days, participation and completion of an intervention program, possible recommendation to expel if can show other means of correction are not feasible or have repeatedly failed to bring about proper conduct and/or due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of others. Report to police department. **2nd Offense**: Parent conference, other means of correction, suspension 3-5 days, participation and completion of an intervention program, possible recommendation to expel if can show other means of correction are not feasible or have repeatedly failed to bring about proper conduct and/or due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of others. Report to police department.

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Vandalism, graffiti, defacing school property or property of others including but not limited to books, computers, electronic files, databases, and e-mail Ed Code 48900(f)– Damage to school or private property Incident Type:F-Vandalism/ Graffiti Theft or attempting to or knowingly stealing or receiving school or private property Ed Code 48900(g) – Stealing school or private property Ed Code 48900(l)– Receiving stolen property Incident Type:B-Stealing B–Received Stolen Property	**1st Offense**: Parent conference, other means of correction, restitution, report to police department. **2nd Offense**: Parent conference, other means of correction, suspension 1-3 days, report to police department. **3rd Offense**: Parent conference, other means of correction, suspension 5 days, report to police department.
Use and/or possession of tobacco on campus and paraphernalia Ed Code 48900(h) – Possessed tobacco Incident Type:D-Possession of Tobacco Possession or sale of drug paraphernalia Ed Code 48900(j) Unlawful possessed, sale of drug paraphernalia Incident Type: D-Drug Paraphernalia Possession	**1st Offense**: Parent conference, other means of correction, participation, and completion of an intervention program. **2nd Offense**: Parent conference, other means of correction, suspension 1-3 days, participation, and completion of an intervention program. **3rd Offense**: Parent conference, other means of correction, suspension 3-5 days, participation and completion of an intervention program.
Profanity, vulgarity, inappropriate language/attire, and/or ethnic slur to another person including offensive materials on clothing and personal/school items Gestures - including gang signs and/or ethnic slur Ed Code 48900(i) – obscene act, habitual profanity or vulgarity Incident Type:E-Profanity/Vulgarity	**1st Offense**: Parent conference, other means of correction, possible report to police department. **2nd Offense**: Parent conference, other means of correction, suspension 1-3 days, possible report to police department. **3rd Offense**: Parent conference, other means of correction, suspension 3-5 days, possible report to police department.

Bullying: Including, but not limited to, bullying committed by means of an electronic act, as defined in subdivisions (f) and (g) of Ed Code 32261, directed specifically toward a pupil or school personnel. Ed Code 48900(r) – Bullying Ed. Code 48900.4 – Harassment, bullying (grades 4-12) Incident Type:B-Bullying Harassing, threatening, or intimidating a pupil who is a complaining witness or a witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil Ed Code 48900(o) – Harassing a complaining witness Incident Type:B-Harass/Intimidate Witness Aiding or abetting the infliction or attempted infliction of physical injury to a person Ed Code 48900(t)- Aiding/ Abetting physical injury Incident Type:B-Aiding or Abetting Physical Injury	**1st Offense**: Parent conference, other means of correction, possible suspension 1-5 days, or possible recommendation to expel if sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of either school district personnel or pupils by creating an intimidating or hostile educational environment, if can show other means of correction are not feasible or have repeatedly failed to bring about proper conduct and/or due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of others, possible report to police department. **2nd Offense**: Parent conference, other means of correction, possible suspension 1-5 days, possible recommendation to expel if sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of either school district personnel or pupils by creating an intimidating or hostile educational environment, if can show other means of correction are not feasible or have repeatedly failed to bring about proper conduct and/or due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of others, possible report to police department. **3rd Offense**: Parent conference, other means of correction, suspension 1-5 days, possible recommendation to expel if sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of either school district personnel or pupils by creating an intimidating or hostile educational environment, if can show other means of correction are not feasible or have repeatedly failed to bring about proper conduct and/or due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of others, possible report to police department.

Sexual harassment (Grades 4-12) – unwelcome sexual advances that create a hostile learning environment Ed Code 48900.2 Ed Code 48900(n) – Attempted/committed a sexual assault or sexual battery as defined by Penal Code Incident Type:B-Sexual Harassment	Possible Title IX investigation **1st Offense**: Parent conference, other means of correction, possible suspension1-5 days, possible recommendation to expel if sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of either school district personnel or pupils by creating an intimidating or hostile educational environment, if can show other means of correction are not feasible or have repeatedly failed to bring about proper conduct and/or due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of others, possible report to police department. **2nd Offense**: Parent conference, other means of correction, possible suspension 1-5 days, possible recommendation to expel if sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of either school district personnel or pupils by creating an intimidating or hostile educational environment, if can show other means of correction are not feasible or have repeatedly failed to bring about proper conduct and/or due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of others, possible report to police department. **3rd Offense**: Parent conference, suspension 1-5 days, and recommendation to expel, if sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of either school district personnel or pupils by creating an intimidating or hostile educational environment, if can show other means of correction are not feasible or have repeatedly failed to bring about proper conduct and/or due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of others, possible report to police department.

Hate violence (Grades 4-12): harassment, teasing, threats, intimidation, or bullying including but not limited to a physical or mental disability, gender, nationality, race, religion or sexual orientation Ed Code 48900.3 – Act of hate violence Incident Type: B-Hate Violence B-Hazing B-Harassment	**1st Offense**: Parent conference, other means of correction, possible suspension 1-5 days, possible recommendation to expel if sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of either school district personnel or pupils by creating an intimidating or hostile educational environment, if can show other means of correction are not feasible or have repeatedly failed to bring about proper conduct and/or due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of others, possible report to police department. **2nd Offense**: Parent conference, other means of correction, possible suspension 1-5 days, possible recommendation to expel if sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of either school district personnel or pupils by creating an intimidating or hostile educational environment, if can show other means of correction are not feasible or have repeatedly failed to bring about proper conduct and/or due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of others, possible report to police department. **3rd Offense**: Parent conference, suspension 1-5 days, and recommendation to expel if sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of either school district personnel or pupils by creating an intimidating or hostile educational environment, if can show other means of correction are not feasible or have repeatedly failed to bring about proper conduct and/or due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of others, possible report to the police department

Inappropriate use of computers See Electronic Information Resource Contract, AR 372.1 Ed Code 48900(k) Incident Type:E-Disruption	**1st Offense**: Parent conference, other means of correction, possible removal from class, restitution, possible report to police department. **2nd Offense**: Parent conference, other means of correction, possible report to police department. **3rd Offense**: Parent conference, other means of correction possible report to police department.
Cheating in classroom including plagiarism and using electronic devices Ed Code 48900(k) Incident Type:E-Cheating	**1st Offense**: Parent conference, other means of correction, failing grade on test or assignment, possible "U" in Citizenship. **2nd Offense**: Parent conference, other means of correction, possible removal from class. **3rd Offense**: Parent conference, other means of correction.
Dress code violation Ed Code 48900(k) Incident Type:E-Dress Code	**1st Offense**: Warning, parent contact, change, or cover. **2nd Offense**: Parent contact, other means of correction. **3rd Offense**: Parent contact, other means of correction.
Classroom/Campus Disruption, disobedience setting off fire alarms Ed Code 48900(k) – Defied rules, disrupted school activities Ed Code 48900(k) Incident Type:E-Disruption / Defiance	**1st Offense**: Teacher conference, parent conference, other means of correction. **2nd Offense**: Parent conference, other means of correction, possible removal from class. **3rd Offense**: Parent conference, other means of correction, removal from class.
Violation of school rules Ed Code 48900(k) Incident Type:E-Class Rules Violation	**1st Offense**: Warning, parent conference, other means of correction. **2nd Offense**: Parent conference, other means of correction. **3rd Offense**: Parent conference, other means of correction.
Use of skateboards, roller skates or roller blades. Possession or use of radios, chains, and non-approved hats/headgear on campus. Violation of district policy for use of cameras, iPods/MP3 players, cellular phones, pagers/beepers and other electronic devices. Ed Code 48900(k) Incident Type:E-Defiance	**1st Offense**: Warning, confiscation of item for the day, possible parent conference. **2nd Offense**: Parent conference, other means of correction, confiscation of item (to be returned at parent conference), possible report to police department. **3rd Offense**: Parent conference, item to be returned at end of school year. Possible report to police department.
Excessive unexcused tardiness, excessive absences, truancy, or cuts class Ed Code 48200 Incident Type: A – Absence Problem A – Truant A - Tardy Daytime loitering (truancy) Incident Type:A-Tardy/Truant	**1st Offense**: Other means of correction, possible report to police department. **2nd Offense**: Possible referral to Student Attendance Review Board (SARB). Possible report to police department.

Exhibit: approved: June 4, 2012
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