

ADMINISTRATORS' RESPONSIBILITIES  
ADMINISTRATIVE RULE 5144 - DISCIPLINE POLICY FOR GRADES K - 5

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.***

OFFENSE	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
Classroom/Campus Disruption, disobedience	Parent conference Warning Possible detention Possible removal from class	Parent conference Detention Possible suspension 1-3 days Possible removal from class	Parent conference Suspension 3-5 days Removal from class Possible adjustment transfer
Violation of school rules	Warning Possible detention Parent conference Possible suspension	Parent conference Detention Suspension 1-3 days	Parent conference Suspension 3-5 days Possible adjustment transfer
Use of skateboards*, roller skates, or roller blades. Possession or use of radios and cassettes, 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.	Warning Possible detention Possible parent conference Confiscation of item for the day *Citation by police department	Parent conference Detention Possible suspension Confiscation of equipment to be returned to parent at conference *Citation by police department	Parent conference Confiscation of equipment to be returned at the end of the school year Suspension 1-3 days *Citation by police department
Cheating in classroom including plagiarism and/or forgery	Parent conference Failing grade on test or assignment Detention Possible suspension Possible "U" in citizenship	Parent conference Failing grade on test or assignment "U" in citizenship Suspension 1-3 days	Parent conference Failing grade on test or assignment "U" in citizenship Suspension 3-5 days Possible adjustment transfer
Dress code violation	Possible parent contact Warning Change or cover	Parent conference Change or Cover Possible detention Possible suspension	Parent conference Change or cover Suspension 1-3 days

Revised 2010/2011

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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	Warning Parent conference Possible detention Possible suspension Possible referral to SRO	Parent conference Detention Possible suspension 1-3 days Possible referral to SRO and possible citation	Parent conference Suspension 3-5 days Possible adjustment transfer or Possible recommendation to expel Possible citation by police department
Use and/or possession of tobacco on campus and/or paraphernalia including lighters and matches	Warning Possible detention Parent conference Possible suspension 1-3 days Possible referral to police and fire departments Possible participation in an intervention program	Parent conference Suspension 3-5 days Referral to police and fire departments Participation in an intervention program	Parent conference Suspension 5 days Possible adjustment transfer Referral to police and fire departments
Possession or use of any controlled substance or alcohol, or otherwise furnished, or under the influence of same  Possession of or otherwise furnished any "look alike" controlled substance or alcohol  Possession or sale of drug paraphernalia	Parent conference Refer to police department Suspension 2-5 days Possible adjustment transfer Participation and completion of an intervention program Possible recommendation to expel for felony possession	Refer to police department Suspension 5 days pending expulsion recommendation	

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<p>Sale of any controlled substance, including alcohol and the drug Soma</p> <p>Sale of any "look alike" controlled substance, including alcohol</p> <p>Brandishing a knife</p> <p>Possessing, selling or otherwise furnishing a firearm</p> <p>Possessing an explosive</p> <p>Committing or attempting to commit sexual assault or battery</p> <p>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 for being a witness, or both</p>	<p>Parent conference</p> <p>Refer to police department</p> <p>Suspension 5 days pending expulsion recommendation</p>		
<p>Possession or lighting of fire crackers</p> <p>Starting fires or setting off fire alarms</p>	<p>Parent conference</p> <p>Restitution</p> <p>Suspension 1-3 days</p> <p>Possible adjustment transfer</p> <p>Possible recommendation to expel</p> <p>Report to fire and police departments</p>	<p>Parent conference</p> <p>Restitution</p> <p>Suspension 5 days</p> <p>Possible adjustment transfer</p> <p>Possible recommendation to expel</p> <p>Report to fire and police departments</p>	<p>Parent conference</p> <p>Restitution</p> <p>Suspension 5 days</p> <p>Expulsion recommendation</p> <p>Report to fire and police departments</p>
<p>Assault, intimidation, fighting, or attempting to cause or threatening to cause injury to another person</p> <p>Aiding or abetting the infliction or attempted infliction of physical injury to a person</p>	<p>Warning</p> <p>Parent Conference</p> <p>Detention</p> <p>Possible suspension</p> <p>Possible referral to SRO</p>	<p>Parent conference</p> <p>Suspension 1-3 days</p> <p>Possible adjustment transfer</p> <p>Referral to SRO</p>	<p>Parent conference</p> <p>Suspension 3-5 days</p> <p>Adjustment transfer</p> <p>Possible expulsion recommendation</p> <p>Referral to SRO</p>

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Causing serious physical injury to another person except in self-defense  Extortion  Robbery  Assault or battery upon any school employee  Made terroristic threats against school officials or school property or both  A two-on-one fight	Parent conference Suspension 5 days Expulsion recommendation unless principal, in writing, recommends otherwise. If recommendation not to expel, possible adjustment transfer Refer to police department		
Vandalism, graffiti, defacing school property or property of others including but not limited to books, computers, electronic files, databases and e-mail  Theft or attempting to or knowingly stealing or receiving school or private property	Parent conference Restitution Detention Possible 1-3 day suspension Refer to SRO	Parent conference Restitution Suspension 3-5 days Possible adjustment transfer Refer to SRO	Parent conference Restitution Suspension 5 days Adjustment transfer Possible expulsion recommendation Refer to SRO
Inappropriate use of computers  See Electronic Information Resource Contract, AR 372.1	Warning Parent conference Possible detention	Parent conference Detention Possible suspension	Parent conference Suspension 1-3 days Possible referral to SRO
Possession of or sale of any knives  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	Parent conference Referral to SRO Suspension 5 days and expulsion recommendation unless principal, in writing, recommends otherwise If recommendation not to expel, possible adjustment transfer		

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Excessive unexcused tardiness, excessive absences, truancy, or class cuts  Daytime loitering (truancy)	Board Policy - Attendance  Citation by police department	Citation by police department	Citation by police department
Sexual harassment (Grades 4 & 5)	Board Policy Warning Parent conference Possible suspension 1-5 days Possible adjustment transfer Possible expulsion - recommendation depends on severity Possible referral to SRO	Parent conference Suspension 1-5 days Possible adjustment transfer Possible expulsion - recommendation depends on severity Possible referral to SRO	Parent conference Suspension 5 days Adjustment transfer Possible recommendation to expel Referral to SRO
Hate violence, harassment, threats, intimidation, or bullying including but not limited to physical or mental disability, gender, nationality, race, religion or sexual orientation (Grades 4 & 5)  Hazing  Bullying using electronic devices or websites (Grades K-5)	Warning Parent conference Possible suspension 1-5 days Possible adjustment transfer Possible expulsion - recommendation depends on severity Possible referral to SRO	Parent conference Suspension 1-5 days Possible adjustment transfer Possible expulsion - recommendation depends on severity Possible referral to SRO	Parent conference Suspension 5 days Adjustment transfer Possible recommendation to expel Referral to SRO

This document is intended to standardize disciplinary procedures as much as possible 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.