

ADMINISTRATORS' RESPONSIBILITIES
ADMINISTRATIVE RULE 5144 - 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
<p>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 Sub</p> <p>Brandishing a knife Ed Code 48900: B – Brandished weapon or other dangerous object Incident Type: C – Brandishing a Knife</p> <p>Possessing, selling or otherwise furnishing a firearm Ed Code 48900: B – Possessed weapon or other dangerous object Incident Type: C – Possession of Firearm</p> <p>Possessing an explosive Ed Code 48900: B - Possessed weapon or other dangerous object Incident Type: C – Possession Explosive</p> <p>Committing or attempting to commit sexual assault or battery Ed Code 48900: N – Sexual assault or battery Incident Type: B – Sexual Battery</p>	<p>Parent conference Referral to police department Suspension 5 days pending recommendation to expel – 48915(c) violation</p>
<p>Fighting, attempting to cause, or threatening to cause injury to another person Ed Code 48900: A1 (Mutual Combat) Incident Type: B – Fighting</p>	<p>1st Offense: Parent conference, other means of correction, suspension 1-3 days, possible report to police department</p> <p>2nd Offense: Suspension 3-5 days, other means of correction, possible adjustment transfer, possible report to police department</p> <p>3rd Offense: 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</p>
<p>Willfully used force or violence upon the person of another, except in self-defense – Assault (Crime Report) Ed Code 48900: A2 (Assault / Attack) Incident Type: B – Assault,/ attempt physical Injury</p> <p>Extortion Ed Code 48900: E Robbery Ed Code 48900: G/ E Incident Type: B – Robbery / Extortion</p> <p>Assault or battery upon any school employee Ed Code 48900: A2; 48915(E) Incident Type: B – Assault School Employee</p> <p>Terroristic threats against school officials or school property Ed Code 48900: .7 Incident Type: B – Terrorist Threats</p>	<p>1st Offense: Parent conference, other means of correction, suspension 1-5 days, possible adjustment transfer, report to police department</p> <p>2nd Offense: Suspension 5 days, other means of correction, possible expulsion recommendation 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</p> <p>3rd Offense: 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</p>

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<p>Possession of or sale of any knives Ed Code 48900: B – Possession of weapon/other dangerous object Incident Type: C – Possession of Knife</p> <p>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 Incident Type: C- Weapons / Other Dangerous Object</p> <p>Starting fires Ed Code 48900: A1, F, K Incident Type: B, E, F</p>	<p>1st Offense: Parent conference, referral to police department, other means of correction, suspension 1-5 days, possible adjustment transfer</p> <p>2nd Offense: Suspension 3-5 days, other means of correction, parent conference, referral to police department, possible adjustment transfer</p> <p>3rd Offense: 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</p>
<p>Possession or lighting of fire crackers Ed Code 48900: B– Possession of weapon/other dangerous object Incident Type: C – Possession Explosive</p>	<p>1st Offense: Parent conference, restitution, suspension 1-3 days, report to fire and police departments</p> <p>2nd Offense: Suspension 3-5 days, other means of correction</p> <p>3rd Offense: Suspension 5 days, other means of correction</p>
<p>Possession or use of any controlled substance or alcohol, or otherwise furnished, or under the influence of same Ed Code 48900: C Incident Type: D – Possession of Controlled Substance D – Under Influence of Controlled Sub.</p> <p>Possession of or otherwise furnished any “look alike” controlled substance or alcohol Ed Code 48900: C Incident Type: D – Possession of Controlled Substance</p> <p>Possession or sale of drug paraphernalia Incident Type: D- Drug Para Possession</p>	<p>1st Offense: Parent conference, referral to police department, other means of correction, suspension 2-5 days, participation and completion of an intervention program</p> <p>2nd Offense: Suspension 5 days, referral to police department, possible adjustment transfer, other means of correction, participation and completion of an intervention program</p> <p>3rd Offense: 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</p>
<p>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</p> <p>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</p>	<p>1st Offense: Parent conference, possible removal from class, restitution, other means of correction , referral to police department</p> <p>2nd Offense: Suspend 1-3 days, other means of correction, referral to police department</p> <p>3rd Offense: Suspension 5 days, other means of correction, referral to police department, possible, adjustment transfer</p>
<p>OFFENSE</p>	<p>CONSEQUENCE</p>
<p>Use and/or possession of tobacco or Salvia on campus and/or paraphernalia including lighters and matches</p> <p>Ed Code 48900: H – Possessed tobacco Incident Type: D – Possession of Tobacco</p>	<p>1st Offense: Warning and/or detention, parent conference, other means of correction, referral to police department, possible participation in an intervention program</p> <p>2nd Offense: Suspension 1-3 days, other means of correction, participation in an intervention program</p> <p>3rd Offense: Suspension 3-5 days, other means of correction, participation in an intervention program</p>

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<p>Profanity, vulgarity, inappropriate language/attire and/or ethnic slur to another person including offensive materials on clothing and personal/school items</p> <p>Gestures - including gang signs and/or ethnic slur</p> <p>Ed Code 48900: I – obscene act, habitual profanity or vulgarity Incident Type: E – Profanity/Vulgarity</p>	<p>1st Offense: Warning , parent conference, other means of correction, possible citation by police department</p> <p>2nd Offense: Suspension 1-3 days, other means of correction</p> <p>3rd Offense: Suspension 3-5 days, other means of correction, possible adjustment transfer</p>
<p>Bullying: Including, but not limited to, bullying committed by means of an electronic act, as defined in subdivisions (f) and (g) of Section 32261, directed specifically toward a pupil or school personnel.</p> <p>Ed Code 48900: R – Bullying Incident Type: B – Bullying</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</p> <p>Ed Code 48900: O – Harassing a complaining witness Incident Type: B- Harass/Intimidate Witness</p> <p>Aiding or abetting the infliction or attempted infliction of physical injury to a person (*Recommendation to Expel not applicable)</p> <p>Ed Code 48900: T- Aiding/ abetting physical injury Incident Type: B – Aiding or Abetting Physical Injury</p>	<p>1st Offense: Parent conference, possible detention, other means of correction</p> <p>2nd Offense: Possible suspension 1-3 days, other means of correction possible adjustment transfer, possible referral to police department</p> <p>3rd Offense: Suspension 1-5 days, other means of correction, possible adjustment transfer, 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</p>
<p>Sexual harassment (Grades 4-12) – unwelcome sexual advances that create a hostile learning environment</p> <p>Ed Code 48900: .2 Incident Type: B – Sexual Harassment</p>	<p>1st Offense: Parent conference, possible suspension 1-5 days, other means of correction, possible adjustment transfer, possible expulsion recommendation (depending on severity) 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 referral to police department</p> <p>2nd Offense: Suspension 1-5 days, other means of correction possible adjustment transfer, possible expulsion recommendation (depending on severity) 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 referral to police department</p> <p>3rd Offense: Suspension 5 days and 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</p>
<p>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</p> <p>Ed Code 48900: .3 – Act of hate violence Incident Type: B – Hate Violence B – Hazing B – Harassment</p>	<p>1st Offense: Parent conference, possible suspension 1-5 days, other means of correction, possible adjustment transfer, possible expulsion recommendation (depending on severity) 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 referral to police department</p> <p>2nd Offense: Suspension 1-5 days, other means of correction possible adjustment transfer, possible expulsion recommendation (depending on severity) if can show other</p>

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	<p>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 referral to police department</p> <p>3rd Offense: Suspension 5 days and 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</p>
<p>Inappropriate use of computers</p> <p>See Electronic Information Resource Contract, AR 372.1</p> <p>Ed Code 48900: K Incident Type: E – Disruption</p>	<p>1st Offense: Parent conference, possible removal from class, restitution, other means of correction, possible referral to police department</p> <p>2nd Offense: Suspension 1-3 days, other means of correction, possible referral to police department</p> <p>3rd Offense: Suspension 3-5 days, other means of correction, possible referral to police department</p>
<p>Cheating in classroom including plagiarism and using electronic devices</p> <p>Ed Code 48900: K Incident Type: E – Cheating</p>	<p>1st Offense: Parent conference, other means of correction, failing grade on test or assignment, possible “U” in citizenship or “1” in Skills for Success, possible detention</p> <p>2nd Offense: Possible removal from class, other means of correction</p> <p>3rd Offense: Suspension 1 day, other means of correction</p>
OFFENSE	CONSEQUENCE
<p>Dress code violation</p> <p>Ed Code 48900: K Incident Type: E – Dress Code</p>	<p>1st Offense: Warning, parent contact, change or cover</p> <p>2nd Offense: Possible detention, other means of correction</p> <p>3rd Offense: Suspension 1 day, other means of correction</p>
<p>Classroom/Campus Disruption, disobedience Setting off fire alarms</p> <p>Ed Code 48900: K – Defied rules, disrupted school activities</p> <p>Ed Code 48900: K Incident Type: E – Disruption / E - Defiance</p>	<p>1st Offense: Teacher conference, parent conference, other means of correction, possible detention</p> <p>2nd Offense: Detention, other means of correction, possible removal from class</p> <p>3rd Offense: Suspension 1 day, removal from class</p>
<p>Violation of school rules</p> <p>Ed Code 48900: K Incident Type: E – Class Rules Violation</p>	<p>1st Offense: Warning, Possible detention, parent conference, other means of correction</p> <p>2nd Offense: Detention, other means of correction</p> <p>3rd Offense: Suspension 1 day, other means of correction</p>
<p>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.</p> <p>Ed Code 48900: K Incident Type: E – Defiance</p>	<p>1st Offense: Warning, confiscation of item for the day, possible parent conference, possible detention</p> <p>2nd Offense: Confiscation of item (to be returned at parent conference), detention, other means of correction, possible referral to police department</p> <p>3rd Offense: Item to be returned at end of school year, possible suspension 1 day</p>

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<p>Excessive unexcused tardiness, excessive absences, truancy, or class cuts</p> <p>Incident Type: A – Absence Problem A – Truant A - Tardy</p> <p>Daytime loitering (truancy)</p> <p>Incident Type: A – Tardy / Truant</p>	<p>1st Offense: Other means of correction, Possible referral to police department</p> <p>2nd Offense: Possible referral to Student Attendance Review Board (SARB)</p>
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