



PETALUMA CITY SCHOOLS

STUDENT SERVICES DEPARTMENT

Creating Safe and Supportive Learning Environments for Student Success



2022- 2023

California Education Code Section 48900 and 48915, states that school districts must notify the parents/guardians of all pupils registered in schools of the district's rules pertaining to student discipline. California Education Code Section 35291.5 authorizes each school to develop discipline rules and procedures. Schools shall provide this information in writing to continuing pupils at the beginning of each school year and to any other pupils, and their parents/guardians at the time of enrollment.



PETALUMA CITY SCHOOLS

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TABLE OF CONTENTS

I.	District Expectations for Student Success.....	1
II.	District-Wide Discipline Summary.....	2
III.	Rights and Responsibilities – Students.....	3
	Parents/Guardians.....	5
	Teachers.....	6
	Administrators.....	7
IV.	Interventions and Disciplinary Supports.....	9
V.	Rtl for Behavior.....	10
VI.	Minor Offenses and Major Infractions.....	11
VII.	The Most Serious Major Infractions.....	13
VIII.	Other Means of Correction (OMC).....	14
IX.	Discipline Protocols.....	15
X.	Education Code Section 48900 (k) Offenses Matrix.....	16
XI.	Elementary Discipline Matrix.....	19
XII.	Secondary Discipline Matrix.....	26
XIII.	Administrator Recommendation for Expulsion.....	33
XIV.	Glossary.....	35



DISTRICT EXPECTATIONS FOR STUDENT SUCCESS

Petaluma City Schools District recognizes that to maximize the learning potential of each student the school environment should be characterized by positive interpersonal relationships among students and between students and staff. Every student, pre-school through adult, has the right to earn an education in a safe, respectful, and welcoming environment. Every educator has the right to teach in an atmosphere free from disruption and obstacles that impede learning. To that end, the District is committed to helping schools develop systems of support and intervention that focus on meeting the academic, social, and emotional needs of students.

Research shows that when students clearly understand behavioral expectations and have positive adult connections on campus, there is a strong link between a positive school climate and academic success for all students. Petaluma City Schools works with Circle Up Education to encourage relationship-based student support that utilizes proactive classroom and site-based strategies designed to prevent discipline problems. The guiding principle is that students must first be supported in learning the skills necessary to enhance a positive school climate.

Each school site teaches positive school rules; implements a social emotional skills development and enhancement program; positively reinforces appropriate student behavior; uses effective classroom management; provides early intervention and support strategies for misconduct; and appropriately uses logical and meaningful consequence, including the use of restorative practices.

This Student Behavioral Expectations document provides additional guidance to students, parents/guardians, teachers, and administrators regarding appropriate student behavior, as well as District behavioral expectations. It is only with the understanding, collaboration and cooperation of everyone who has a stake in the education of our youth that we can succeed in creating learning environments that are conducive to optimum academic achievement for all students.

DISTRICT-WIDE DISCIPLINE SUMMARY

California Education Code Section 48900 and 48915, states that school districts must notify the parents/guardians of all pupils registered in schools of the district's rules pertaining to student discipline. California Education Code Section 35291.5 authorizes each school to develop discipline rules and procedures.

Assembly Bill (AB) 1729 and 420 amended Section 48900 relating to pupil rights and discipline. AB 1729 authorizes a superintendent of the school district or principal to use other [means of correction that are age appropriate](#). SB 419 eliminates the authority to suspend a student enrolled in K-8 and authority to recommend for expulsion a pupil enrolled in K-12 for disrupting school activities or otherwise willfully defying the valid authority of those school personnel engaged in the performance of their duties.

In response, the District updated and added definition of terms, prepared a table on the severity level of violations, [and ranked the levels of severity of the OMC* \(Levels 1- 3\)](#) to align with Education Code. Education Code 48900 (k) offenses were reviewed and updated to include specific OMC for 1st, 2nd and additional occurrences.

The PCS Discipline Matrix is a support guide to assist site personnel in district-wide implementation of evidence-based behavior practices and interventions. The document is also intended as a resource to administrators who are responsible for: 1) ensuring student's due process rights are provided, 2) delivering fair and consistent consequences and 3) communicating disciplinary actions and recommendations to the District office staff.

Parents are informed of the Student Behavioral Expectations, behavioral interventions and consequences. Working together, we can ensure the success of all students in all our schools.

* OMC – Other Means of Correction

STUDENT RIGHTS

1. To attend school and classes unless removed under the process as specified in the Education Code and District rules.
2. To be informed about school and District rules and regulations pertaining to students.
3. To receive appropriate educational programs designed to meet the individual needs of our students in general education and special education classes.
4. To attend school in an academic and social climate that is free from fear and violence.
5. To receive fair and reasonable treatment from those who are responsible for enforcing standards of student conduct.
6. To examine personal records upon reaching the age of 16, with the assistance of a certificate staff member for proper explanation.
7. As specified in Education Code 46010.1, any pupil in grades 7 to 12, inclusive may be excused from school for the purpose of obtaining confidential medical services without the consent of the pupil's parent/guardian.
8. A student 18 years of age or over shall have all the responsibilities and powers which, in the case of a minor, would be charged to the parent/guardian to verify his/her own absences from school.

STUDENT RESPONSIBILITIES

1. BE SAFE

- I am personally responsible for being safe at school and all school activities.
- I will follow appropriate standards of dressing and/or grooming during school.
- I will report any known safety hazards or concerns.
- I will help maintain a clean and safe campus that is free of graffiti, weapons, and drugs.
- I will report any bullying or harassment.
- I will avoid conflicts and physical or verbal violence.
- I will not trespass on other school campuses while school is in session.

2. BE RESPECTFUL

- I will treat others the way I want to be treated.
- I will respect school authority.
- I will treat people fairly and respect their rights.
- I will respect private and public property.
- I will be honest with myself and with others.
- I will avoid spreading rumors or gossip verbally or electronically.
- I will respect each person's right to be different and I will look for the good in others.

3. BE RESPONSIBLE

- I will take responsibility for my actions.
- I will choose how I respond to others.
- I will give my best in everything I do.
- I will come to school regularly and on time, ready to learn.
- I will help to create a positive school environment.
- I will use electronic devices and school computers safely, respectfully, and responsibly.
- I will return what I borrow to the same person, in the same condition.

All students are entitled to due process. This means there are certain procedures that school officials must follow prior to taking appropriate disciplinary action. There are also procedures students and parents/guardians must follow if they do not agree with the school's actions. If a student does become involved in a situation in which a suspension or expulsion might result, both the student and his/her parents/guardians will be given a more detailed description of the due process procedures and rights. Challenges or objections suspensions may be addressed directly to the school-site principal. Students who are recommended for expulsion have a right to an expulsion hearing. (EC 48900, 48915)

RIGHTS OF PARENTS/GUARDIANS

1. To be informed of District policy and school rules and regulations related to their children.
2. To visit school periodically and upon request to participate in conferences with teachers or counselors regarding academic and behavioral status of their children.
3. To inspect their child's school records with the assistance of a certificated staff member for proper explanation.
4. To be informed of significant facts and school action related to the student's behavior and academic progress.

RESPONSIBILITIES OF PARENTS/GUARDIANS

1. To make sure their children attend school regularly and on time, have adequate sleep and nutrition, practice proper personal hygiene and wear appropriate clothing.
2. To be familiar with District policy and school rules and regulations.
3. To provide the school with a current emergency telephone number where a parent/guardian or a responsible adult may be reached at all times.
4. To actively participate in efforts to improve student's behavior when necessary by assisting school personnel in planning and implementing a prescriptive program.
5. To maintain consistent and adequate control over their children and to support reasonable control measures as applied by school personnel.
6. To cooperate with the school in bringing about improvements designed to enhance the educational program offered students.
7. To make provisions for off-campus care for the student in the case of suspension, illness or accident.
8. To see that their child attends school except when ill.

RIGHTS OF TEACHERS

1. To expect students to behave in a manner which will not interfere with education for themselves and for other students.
2. To teach with interruptions held to a minimum.
3. To teach in an environment that is conducive to learning.
4. To receive parental support related to academic and social progress of students.
5. To suspend a student from class within the limits of the law.
6. To be informed of a student's record of behavior when the student is administratively transferred for disciplinary reasons at the time the student is enrolled and of any changes in that record which will affect classroom teaching objectives and/or attendance.
7. To be informed of a student's record of behavior that may affect classroom teaching objectives.
8. To receive administrative support when enforcing rules designed to provide appropriate school and classroom climate.

RESPONSIBILITIES OF TEACHERS

1. To assume responsibility for the enforcement of the established District and school rules.
2. To conduct a planned classroom program with consideration for individual differences.
3. To set a positive role model for students to follow.
4. To initiate, post, and enforce a set of classroom regulations consistent with school and District policy.
5. To maintain consistent and adequate control over their students.
6. To take prompt, appropriate action towards those students who misbehave.
7. To hold students accountable for their conduct while at school or school-sponsored activities beyond the regular school day for which the teacher has directed or assigned supervisory responsibility.
8. To immediately inform parents/guardians when behavior, attendance, or academic problems arise that cannot be dealt with in a routine manner at school.

RIGHTS OF ADMINISTRATORS

1. To expect students to behave in a manner which will not interfere with the educational programs and related student activities offered by the school.
2. To receive parental support related to academic and social progress of students.
3. To receive support from all school employees and parents/guardians in maintaining campus control.
4. To suspend, recommend exclusion, expulsion or exemption within the limits of the law.

RESPONSIBILITIES OF ADMINISTRATORS

1. To provide leadership that will establish, encourage and promote good teaching and an effective learning environment.
2. To provide a positive role model and leadership in developing and implementing school rules and regulations including attendance reporting to parents/guardians.
3. To publicize school and District rules and regulations at the beginning of each school year or at the time of student's enrollment during the year.
4. To grant access to pupil records by parent/guardian or others with proper authorization.
5. To develop and implement procedures for student assessment and placement into appropriate educational programs.
6. To initiate and enforce such control measures as needed to establish and maintain an environment in which learning and teaching can take place.
7. To hold students accountable for their conduct and attendance and to take prompt, appropriate action towards those students who misbehave, are excessively absent, or are truant.
8. To support staff members in enforcing school and district rules and regulations including due process time lines.
9. To inform teachers at the time the student is enrolled of the record of the student's behavior when a student is administratively transferred for disciplinary reasons.
10. To inform appropriate staff of any Review Board or Hearing Panel decision concerning a student that may affect classroom objectives.
11. To inform faculty of the purpose and general functioning of School Conferences, the District Administrative Hearing Panel, and the School Attendance Review Board.

12. To request assistance from district support services and community agencies and resources in cases indicating such action.
13. When school is in session to acknowledge within 24-48 hours, direct phone or email contact from parent/guardians or community members regarding a specific matter related to their student or other issues of concern. The acknowledgment will include either a response to the concern or a date by which a response will be provided.

NOTE: Nothing in this policy statement shall be construed to prohibit a teacher, administrator or other District employee from protecting himself/herself or others, or school property by restraining a student, confiscating a weapon or turning over a lawbreaker to appropriate law enforcement agencies.

The School District or Board of Education shall not be responsible or in any way liable for the safety of any pupil of the public schools at any time when such pupil is not on school property, unless the District or Board has undertaken to provide transportation for such pupil to and from school premises, has undertaken a school-sponsored activity off the premises of such school, has otherwise specifically assumed such responsibility or liability or has failed to exercise reasonable care under the circumstances.

INTERVENTIONS AND DISCIPLINARY SUPPORTS

All District administrators are committed to utilize interventions and disciplinary supports/consequences that are consistent, reasonable, fair, age appropriate, and reflective of the severity of the student's misconduct. Even though there are situations that might signal suspension from school, it is the District's goal to support students in learning the skills necessary to function in the school environment and to avoid negative behavior. Prior to suspension, or any disciplinary measure, students should first be given consequences that are paired with meaningful interventions, instruction and guidance (i. e., corrective feedback and re- teaching). Students should be offered an opportunity to connect their misconduct with new learning, participate in contributing back to the school community. These strategies are more likely to result in getting the student re-engaged in learning. Any use of consequences should be carefully implemented with well-defined outcomes in order to provide the greatest benefit. These guiding principles will be set forth at each, enabling staff to have access to critical information needed to evaluate and address student misconduct more effectively.

Multi-tiered Support System

Family & Student Engagement	Social-Emotional Learning/Relationships	Mental/Physical Health	Attendance/Intervention Monitoring	Positive Behavioral Supports/Restor. Justice	Academic Support	Basic Needs
<ul style="list-style-type: none"> • SART/SARB • Case management support • Connect with community leaders to support family engagement (e.g., non-profits, faith based orgs) • Connect with Health Services, CPS, foster care, etc. as appropriate • Request police welfare check if unable to locate child 	<ul style="list-style-type: none"> • Connect with counseling if needed • Connect with skilled mentor, OST activity 	<ul style="list-style-type: none"> • Student/family assisted to contact community resources; community resources asked to reach out • Individual support teams/plans for student referrals 	<p style="text-align: center;">Tier 3: Intensive</p> <ul style="list-style-type: none"> • Student Support Team (SST) meeting review • Support Centers/counselors and/or VP provide case management, reach out to other relevant programs as appropriate (e.g. foster, homeless, probation, etc.), document in SIS • Monitor SARB if needed • Contact CPS, law enforcement for welfare check if needed 	<ul style="list-style-type: none"> • Connect with counseling if needed; assess for connection with mentor and/or OST activity... reach out and request attendance promotion support if these exist, if not facilitate connection • Attendance recognition 	<ul style="list-style-type: none"> • Student connected with tutor, other academic support needed; tutor monitors, checks in 	<ul style="list-style-type: none"> • Ensure safety • Provision of Targeted Resources: <ul style="list-style-type: none"> ◦ Bus passes ◦ Food gift cards ◦ Alarm clocks
<ul style="list-style-type: none"> • Teachers call guardians to follow up on students approaching CA • Admin meets with CA student to problem-solve attendance • Positive, trust-building SST or SART to id attendance barriers and motivators • School attendance letters with attendance summary • District attendance letters to truant students and their guardians (letters 1, 2, and 3) • Home visit if missing 3 consecutive days with no contact • Early PTHV for all students CA previous year 	<ul style="list-style-type: none"> • Continuous monitoring of CA students in person (check/connect, City Year) • Restorative justice to focus on repair of social/emotional relationships harmed • SSTs/IEPs include SEL focus • Explore classroom change if teacher fit is an issue • Use of mentors, special time with staff to support socially isolated CA students during lunch/recess 	<ul style="list-style-type: none"> • Group counseling/support groups • Individual check-in program • Coordinated student referral process/progress monitoring 	<p style="text-align: center;">Tier 2: Strategic</p> <ul style="list-style-type: none"> • Attendance clerk alerts designated staff of students with frequent absences, tardies, and/or re-admits • In prep for support team meetings, generate CA list highlighting students CA in previous month(s) as well • At monthly Student Support Team meeting: 1) review current list of CA/approaching CA and compare to previous month; 2) triage each student for intervention/prevention, 3) document intervention plan, and 4) monitor intervention efficacy • Use SST or other forms of check in to gather additional information on attendance barriers/motivators • Identify in summer incoming and rising students with poor attendance to inform special outreach prior to/early in school year 	<ul style="list-style-type: none"> • Restorative practices (healing circles and peer conflict mediation) are held to address root causes of behavior problems • Recognition for meeting attendance goals (e.g., "\$" for use at school store) 	<ul style="list-style-type: none"> • CA student academics assessed- SST/IEP scheduled if needed. All SST or IEP meetings include attendance goal in their plans • Travel packets prepped for student independent study if traveling to Mexico for winter break 	<ul style="list-style-type: none"> • Assessment of Resources: <ul style="list-style-type: none"> ◦ Social worker and/or SSC Coordinator ◦ Inquire about housing, food, transportation needs
<ul style="list-style-type: none"> • Welcoming school environment reflecting family/child school audit • Staff cultural humility training • Positive feedback to caretakers • Attendance clerk/family liaison calls for unexcused abs, >2day abs • Public attendance recognition • Attendance policy and tips in Parent Handbook, Newsletters in key languages • PTHV priority for incoming K, 1st, 7th, 9th, 12th graders and incoming transfers • Transfer family welcome basket (attendance promotion resources) • School-wide "Every Day Counts" video/art contest & exhibit 	<ul style="list-style-type: none"> • SEL curriculum & assemblies • School climate assessment • Student leadership in climate review/planning • Student ombudsperson that students can meet with for support in dealing with challenging adult relationships at school • Organized recess/lunch time activities for those who want to participate 	<ul style="list-style-type: none"> • School-based basic health services • Community-building/anti-bullying focus with all • All staff trained to id signs of mental health issues, mental health first aid • Parents get multilingual info on when ill students should stay home • Health insurance sign up fair • Hand-washing program • Healthy food options 	<p style="text-align: center;">Tier 1: Universal</p> <ul style="list-style-type: none"> • School regularly reviews attendance promotion strategy, all school staff trained in roles/use of SIS, held accountable for accurate use • School staff welcome/connect with kids/families each day • Daily attendance monitoring & strategy for school outreach to absentees • Check attendance of incoming transfer students to id support needs • Designated staff generates monthly CA list • Designated staff share CA data with Admin, teachers and Student Support Team monthly • Use data system to track attendance rates and assigned interventions and assess for sub-population patterns 	<ul style="list-style-type: none"> • PBIS efforts to create positive environments to learn, play, and communicate: <ul style="list-style-type: none"> ◦ Cafeteria and playground rules, activities foster welcoming environment ◦ Friendship days, incentives for caring behavior 	<ul style="list-style-type: none"> • Volunteer tutors • Parent-teacher conferences to review student strengths and areas for improvement • Clear instructions to students/family on how to make up work if absent 	<ul style="list-style-type: none"> • General provision of basic resources: <ul style="list-style-type: none"> ◦ Pencils, erasers, etc. ◦ Clothes closet ◦ Free and reduced price meals ◦ Walking school bus

Minor Offenses - are a failure to demonstrate universally defined expectations, a school-wide expectation, social skill, or procedure. All staff must be equipped to address Minor Offenses in the location where they occur (on the spot). The adult who witnesses a minor offense is expected to intervene "on the spot" (i.e. immediately or as soon as possible) within the environment.

Failure to:

Follow instructions	Disagree Appropriately	Wait Your Turn	Be On-Time
Stay On Task	Listen	Mind Your Own Business (MYOB)	Stay in Designated Areas
Get the Teacher's Attention	Use Appropriate Voice Tone	Resist Peer Pressure	Properly Dispose Trash
Accept Feedback and/or Criticism	Ask for Help	Properly Use Materials	Dress for PE
Accept "No" for an Answer	Give Appropriate	Comply to Dress Code	Disagree Appropriately
Ask Permission	Work with Others	Respect Personal Space	Enter the Classroom

Major Infractions - are violation of the CA Education Code -Sections 48900 and 48915.

Education Code 48915 A1, A2, A3, A4, A5 and C1, C2, C3, C4, C5 are Serious Safety violations.

Education Code, Section 48900:	
<i>a(1)</i> Caused, attempted to cause, or threatened to cause physical injury to another person Severity Level 3	<i>g</i> Stole, or attempting to steal school property or private property Severity Level 2
<i>a(2)</i> Willfully used force or violence upon the person of another, except in self- defense Severity Level 3	<i>h</i> Tobacco or tobacco products, including cigarettes, cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel (possessed, used) Severity Level 1
<i>b</i> Possession, sold, or furnished a firearm, knife, explosive, or other dangerous object <i>Knife is less than 3.5 inches and non-locking blade</i> Severity Level 2	<i>i</i> Committed an obscene act or engaged in habitual profanity or vulgarity Severity Level 2
<i>c</i> Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance, alcoholic beverage, intoxicant Severity Level 3	<i>j</i> Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia Severity Level 2
<i>d</i> Unlawfully offered, arranged, or negotiating to sell a controlled substance, alcoholic beverage, intoxicant of any kind, either sold, delivered, furnished to a person another liquid Severity Level 3	<i>k(1)</i> Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties Severity Level 1 (Grades 9-12 only and must be used with another Education Code Violation)
<i>e</i> Committed or attempted to commit robbery or extortion Severity Level 3	<i>k(2)</i> Except as provided in Section 48910, a pupil enrolled in K -8, shall not be suspended of any of the acts enumerated in this subdivision Severity Level 1 (Grades 9-12 only and must be used with another Education Code Violation)
<i>f</i> Caused or attempted to cause damage to school or private property. Severity level 2	<i>l</i> Knowingly received stolen school property or private property Severity Level 1

Major Infractions Are Addressed by Administrators. *

Education Code Section 48900 applies but is not limited to the following:

Education Code 48900(a)- 48900.7 offenses. For these charges, the school has jurisdiction for those behaviors occurring: while on school grounds; while going to or coming from school; during the lunch period, whether on or off the campus; and during or while going to or coming from a school activity.

* Other Means of Correction should be used that are aligned to the severity level. Applies to 48900.

<i>m</i>	Possession of an imitation firearm "imitation firearm " means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm Severity Level 2	48900.2 Sexual harassment (<i>Grades 4 -12 only</i>) Severity Level 2
<i>n</i>	Committed or attempted to commit a sexual assault or committed a battery Severity Level 3	48900.3 Caused, attempted to cause, threatened to cause, or participated in any act of, hate violence Severity Level 1
<i>o</i>	Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for purposes of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both Severity Level 3	48900.4 Engaged in harassment, threats, or intimidation, directed against school District personnel or pupils (<i>Grades 4 -12 only</i>) Severity Level 3
<i>p</i>	Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma Severity Level 2	48900 .7 Terroristic threats against school officials, school property, or both Severity Level 2
<i>q</i>	Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing" means a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized an educational institution, that is likely to cause serious bodily injury or personal degradation or disgrace resulting in Physical or mental harm to a former, current, or prospective pupil. Severity Level 3	
<i>r</i>	Engaged in an act of bullying, including, but not limited to electronic act, directed toward a pupil or school personnel Severity Level 2	

The Most Serious Major Infractions Addressed by Administrators. *

Education Code Section 48915 (a) & (c) Act Must Be Committed at School or School Activity.

* Other Means of Correction should be used that are aligned to the severity level. Applies to 48915 (a).

Education Code, Section 48915 (a): (Shall Recommend Expulsion unless particular circumstances render inappropriate.)	Education Code, Section 48915 (c): Serious Safety (Must Recommend Expulsion - Mandatory)
Causing serious physical injury to another person except in self-defense [EC 48915 (a)(1)(A)] <i>*Medical verification required.</i> Severity Level 3	Possessing, selling, or otherwise furnishing a firearm [EC 48915 (c)(1)] <i>*Must be verified/witnessed/observed by District employee</i> Severity Level 3
Possession of any knife or other dangerous object of no reasonable use to the pupil <i>Knife is longer than 3.5 inches and/or locking blade</i> [EC 48915 (a)(1)(B)] Severity Level 2	Brandishing a knife at another person [EC 48915 (c)(2)] Severity Level 3
Unlawful possession of any controlled substance except for the first offense of possession of not more than one avoirdupois ounce of marijuana [EC 48915 (a)(1)(C)] Severity Level 2	Unlawful selling a controlled substance [EC 48915 (c)(3)] Severity Level 3
Robbery or extortion [EC 48915 (a)(1)(D)] Severity Level 3	Committing or attempting to commit sexual assault or battery [EC 48915 (c)(4)] Severity Level 3
Assault or battery upon any school employee [EC 48915 (a)(1)(E)] Severity Level 3	Possession of an explosive [EC 48915 (c)(5)] Severity Level 3

* *When appropriate - Other Means of Correction should be used that are aligned to the severity level. Applies to 48900 & 48915 (a) only.*

Definitions:

- **Brandishing:** "with reference to a dangerous weapon (including a firearm) means that all or part of the weapon was displayed, or the presence of the weapon was otherwise made known to another person, in order to intimidate that person, regardless of whether the weapon was directly visible to that person. Accordingly, although the dangerous weapon does not have to be directly visible, the weapon must be present."
- **Explosives:** are chemical compounds or mixtures that undergo rapid burning or decomposition with the generation of large amounts of gas and heat, leading to sudden pressure effects.
- **Firearm:** a shotgun or rifle having a barrel of less than eighteen inches in length, or any other weapon, except a pistol or revolver, from which a shot is discharged by an explosive if such weapon is capable of being concealed on the person.
- **Selling:** to exchange possession and ownership of goods or property for money or something of value.
- **Sexual Assault:** Committed or attempted to commit an act of sexual battery, rape, or statutory rape, lewd and lascivious conduct, molestation, etc.
- **Sexual Battery:** As defined in Penal Code Section 243.4(d)(1): "Any person who touches an intimate part of another person, if the touching is against the will of the person touched, and is for specific purpose of sexual arousal, sexual gratification, or sexual abuse." Intimate part means the "sexual organ, anus, groin, or buttocks of any person, and the breast of a female."

OTHER MEANS OF CORRECTION (OMC)

The following is a list of possible alternatives to suspension that may be utilized by administrators. The list is not comprehensive, but provides examples of the other means of correction that can be used as alternatives to suspension. These types of OMC may vary from site to site.

Severity Level 1	Severity Level 2	Severity Level 3
Supportive	Supportive	Supportive
Brief Intervention (Tobacco)	Counseling	Referral to Drug/Alcohol Class
Campus Projects	Community Service/Referral	Community Referral/Services
Check & Connect	Check In, Check Out	Behavior Contract
Class Meeting	Develop/provide corrective feedback	Reteach/practice/identify behavior skills
Conflict Resolution	Behavior Contracts	Develop Behavior Intervention Plans
Coordinated Care Team Referral (CCT)	Referral to Student Support Team (SST)	Referral to Positive Behavior Team (PBT)
Counseling Referral	Referral/Assign Adult Mentor	Follow up meeting
Informal Student Conference	Parent/Teacher/Administrator Conference	Administrator Conference
School Attendance Review Team (SART)	School Attendance Review Board (SARB)	Juvenile Court System
No Contact Contract	Behavior Agreement	Involuntary Transfer
Parent Contact	Parent Escorts Student To/From School	Parent Shadow
Teach Replacement Behavior	Positive Behavioral Support	Early Intervention Strategies
Informal Student Conference	Parent Liability, Withholding Grades, Diploma, or Transcripts	Administrator Conference
Peer Mentoring/Conflict Resolution	Referral to SST	Referral to Counseling
Support Call	Parent-Teacher Conference	Administrator Conference

Restorative Practices	Restorative Practices	Restorative Practices
Campus Projects	Community Service	Community Project
Letter of Apology	Community Circles	Referral to Counseling
Research Report on Behavior Topics	Brief Restorative Intervention	Formal Conferencing

Punitive	Punitive	Punitive
Campus Projects	Community Service	Community Project
Detention	Friday/Saturday School	In School Suspension
Exclusion from Extra Curricular Activities (5 school days)	Exclusion from Extra Curricular Activities (10 school days)	Principal's Conference
Letter of Apology	Research Report on Behavior Topics	Restitution
Loss of Privileges	Class Suspension	In School Suspension
No Contact Contract	Behavior Agreement	Behavior Intervention Plan
Official Warning	Teacher-Parent Conference	Administrator Conference

DISCIPLINE PROTOCOLS

Communication between school and home is critical to our students' success. Therefore, ALL interventions and disciplinary supports shall include parent/guardian contact and/or conference. We want our families to be partners in education at all times. In accordance with Education Code 48911, all home suspensions shall be preceded by an informal conference conducted by the principal (or the principal's designee), the pupil, and whenever practicable, the teacher or supervisor or school employee who referred the pupil to the principal. At this conference, the pupil shall be informed of the reason for the disciplinary action and the evidence against him or her and shall be given the opportunity to present his or her version and evidence in his or her defense. At the time of the suspension, a school employee shall make a reasonable effort to contact the pupil's parent/guardian in person or by telephone, and the parent/guardian shall be notified in writing of the suspension within 24 hours. If the parent/guardian cannot be reached, the student's emergency contact number will be called. If the student is released to someone other than the parent/guardian, the school will make arrangements to meet to discuss the situation with the parent/guardian as soon as it is practicable to do so.

Some unauthorized items brought to school and confiscated by staff may be returned to the student at the end of the school day on the first offense unless the items are held as evidence. Upon the second offense, confiscated items may be released by the administration to a parent/guardian, unless held as evidence. Items not recovered by the end of the school year may be discarded. Neither the District nor its employees are liable for damage or loss to confiscated items. The primary objective of requiring students not to bring restricted materials to school is to ensure students' focus on educational tasks, safety, and to prevent the loss or damage of private property.

Education Code 48900 (k) Offenses

(Willful defiance and/or disruption of school activities and/or the learning environment)

**Cannot be used for any offense for Grades TK-8
Can ONLY be used as a secondary Education Code Violation, when appropriate Grades 9-12**

Education Code 48900 (k) offenses. The 48900 (k) charges result from behaviors that school staff may identify as *"Willful defiance and/or disruption of school activities and/or the learning environment"*. PCS has identified "Disruptive Behaviors" listed below

Effective July 2020, **Senate Bill No. 419 eliminates the authority to suspend a pupil enrolled in Kindergarten or any of grades 1 to 8, inclusive, and the authority to recommend for expulsion a pupil enrolled in Kindergarten or any of grades 1 to 12, inclusive, for disrupting school activities or otherwise defying the valid authority of those school personnel engaged in the performance of their duties.**

Ed Code	Disruptive Behaviors	1st Occurrence Intervention	2nd Occurrence Intervention/ Consequence	Additional Occurrences Intervention/ Consequence
48900 (k)	Bicycle/skateboard/ Scooter - unsafe riding practices	OMC Warning (Stress safety concerns)	OMC Parent Contact	OMC Administrator Referral
48900 (k)	Car/Motorcycle- unsafe driving practices	OMC Parent Contact (Stress safety concerns)	OMC Admin Referral	OMC Administrator Referral Loss of Parking Permit
48900 (k)	Cheating	Warning (Retake test/ assignment to determine ability level)	OMC (Grade adjustment on test/assignment)	OMC (No Grade (" zero") on test/assignment)
48900 (k)	Plagiarism, or other act of academic dishonesty (oral or written)	Warning- Parent Contact	OMC Parent Conference- (Grade adjustment on test or assignment)	OMC Parent Conference (Grade adjustment on test or assignment/ detention/ Saturday school)
48900 (k)	Detention - Failure to Attend or disruption during Detention	OMC Reschedule Detention	OMC Parent Contact	OMC Saturday School
48900 (k)	Electronic devices on campus/in class (see 48900 (r) for bullying)	Warning- Review Responsible Use Policy	OMC Parent Contact	OMC Administrator Conference
48900 (k)	Failure to leave classroom when requested by staff member	OMC Parent Contact	OMC Parent Conference (Stress safety concerns)	OMC Administrator conference (Stress safety concerns)
48900 (k)	Failure to report to administrator's office when sent	OMC Parent Contact (Stress safety concerns)	OMC Parent Conference (Stress safety concerns)	OMC Administrator Conference (Stress safety concerns)
48900 (k)	False fire alarm and/or 911 calls (this is 48900.4)	OMC Parent Contact (Stress safety concerns)	OMC Parent Contact (Stress safety concerns)	OMC Administrator Conference (Stress safety concerns)

Ed Code	Disruptive Behaviors	1st Occurrence Intervention	2nd Occurrence Intervention/ Consequence	Additional Occurrences Intervention/ Consequence
48900 (k)	Forgery of school personnel name or initials	OMC Warning	OMC Parent contact	OMC Parent Conference
48900 (k)	Gambling	OMC Warning	OMC Parent Contact	OMC Parent Conference
48900 (k)	Leaving class without permission/ Violation of Closed Campus/ On another school campus	OMC Warning	OMC Parent Contact	OMC Parent Conference
48900 (k)	Inappropriate dress/dress code violations	OMC Parent Contact (Stress safety concerns)	OMC Parent Conference (Stress safety concerns)	OMC Administrator conference/ Counseling Referral
48900 (k)	Replicas of dangerous objects (possession of)	OMC Parent Contact (Stress safety concerns)	OMC Parent Conference	OMC Administrator Conference
48900 (k)	Running away from school authorities/ Failure to identify oneself or giving false identity to school personnel/ Loitering on or about campus without an apparent and lawful purpose.	OMC Parent Contact	OMC Parent Conference	OM Administrator conference/ Counseling Referral
48900 (k)	Roughhousing/ Horseplay	OMC Warning (Stress safety concerns)	OMC Parent Contact (Stress safety concerns)	OMC Parent Conference
48900 (k)	School bus misbehavior	OMC Warning	OMC Parent Contact	OMC Bus Suspension
48900 (k)	Technology -Inappropriate/ unauthorized use of computers or other	OMC Warning (Refer to Responsible Use Policy)	OMC Parent Contact (Refer to Responsible Use Policy)	OMC Computer rights revoked
48900 (k)	Teleconferencing Infraction	OMC Warning and parent contact	OMC Teleconference with administrator and / or counselor Suspend email / use of device & access schoolwork via alternative assignment <i>Complete Distance Learning Behavior Agreement</i>	OMC Suspend email / use of device & access schoolwork via alternative assignment Classroom exclusion / suspension from class (see Ed Code) Parents accompany the student during the teleconference class

48900 (k) - Cannot use as a sole basis for suspension. Can be used as a secondary Education Code Violation, when appropriate. Cannot be used when recommending expulsion.

ELEMENTARY DISCIPLINE MATRIX

ELEMENTARY DISCIPLINE MATRIX

The following matrix outlines the California State Education Code Violations and the disciplinary interventions and consequences for each violation. Education Code 48900(a)-48900.7 offenses are outlined below. Interventions are offered and consequences are given when a student commits one of these violations.

Education Code 48900.5 states Suspension shall be imposed only when other means of correction fail to bring about proper conduct. *Suspension may occur on the first offense only if "the pupil's presence causes a danger to persons or property or threatens to disrupt the instructional process."* Other Means of Correction (OMC) should be utilized as a first choice in all circumstances where outlined. Refer to page 14 for additional Means of Corrections. (If appropriate, the administrator is not limited to one OMC per occurrence.)

Education Code 48900 (a)-48900.7 offenses. For these charges, the school has jurisdiction for those behaviors occurring: while on school grounds; while going to or coming from school; during the lunch period, whether on or off the campus; and during or while going to or coming from, a school activity. Administrators must consult with the Principal and Assistant Superintendent before utilizing a 48915 (a) and (c) charges.

Recommendation for expulsion must be reported to the Assistant Superintendent, Student Services.

Ed Code	Violation	Severity Level	1st Occurrence Intervention	2nd Occurrence Intervention/Consequence	Additional Occurrences Intervention/Consequence
48900(a)(1)	Caused, attempted to cause, or threatened to cause physical injury to another person	3	OMC	OMC or 1 day out of school suspension, may be required to check in with administration upon return	OMC or 1-5 day out of school suspension, may be required to check in with administration upon return, may notify Police
48900(a)(2)	Willfully used force or violence upon the person of another, except in self-defense	3	OMC	OMC or 1 day out of school suspension, may be required to check in with administration upon return	OMC or 1-5 day out of school suspension, may be required to check in with administration upon return, may notify Police
48900(b)	Possession, sold, or furnished a firearm, knife, explosive, or other dangerous object <i>Knife is less than 3.5 inches and non-locking blade</i>	2	OMC <i>*Possession of a firearm results in charge of 48915 (c)(1)</i>	OMC or 1 day out of school suspension, may be required to check in with administration upon return	OMC or 1-5 day out of school suspension, may be required to check in with administration upon return, Principal 's Conference, may notify police, and possible recommendation for expulsion if principal finds that the expulsion is appropriate due to the particular circumstance

Ed Code	Violation	Severity Level	1st Occurrence Intervention	2nd Occurrence Intervention/Consequence	Additional Occurrences Intervention/Consequence
48900(c)	Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance, alcoholic beverage, intoxicant	3	<p align="center">OMC</p> <p align="center"><i>*Sale of a controlled substance will result in charge of 48915 (c)(3)</i></p>	OMC or 1 day out of school suspension, may be required to check in with administration upon return	OMC or 1-5 day out of school suspension, may be required to check in with administration upon return, Principal's Conference, may notify police, and possible recommendation for expulsion if the principal finds that the expulsion is appropriate due to the particular circumstance
48900(d)	Unlawfully offered, arranged, or negotiating to sell a controlled substance, alcoholic beverage, intoxicant of any kind, either sold, delivered, furnished to a person another liquid	3	<p align="center">OMC</p> <p align="center"><i>*Sale of a controlled substance will result in charge of 48915 (c)(3)</i></p>	OMC or 1 day out of school suspension, may be required to check in with administration upon return	OMC or 1-5 day out of school suspension, may be required to check in with administration upon return, Principal's Conference, may notify police, and possible recommendation for expulsion if the principal finds that the expulsion is appropriate due to the particular circumstance
48900(e)	Committed or attempted to commit robbery or extortion	3	<p align="center">OMC</p> <p align="center"><i>*Robbery or extortion will result in charge of 48915 (a)(1) (D)</i></p>	OMC or 1 day out of school suspension, may be required to check in with administration upon return	OMC or 1-5 day out of school suspension, may be required to check in with administration upon return, Principal ' s Conference, may notify police, and possible recommendation for expulsion if the principal finds that the expulsion is appropriate due to the particular circumstance
48900(f)	Caused or attempted to cause damage to school or private property .	2	OMC	OMC or 1 day out of school suspension, may be required to check in with administration upon return	OMC or 1-5 day out of school suspension, may be required to check in with administration upon return, may notify police if damage was of significant value
48900(g)	Stole, or attempting to steal school property or private property	2	OMC	OMC or 1 day out of school suspension, may be required to check in with administration upon return	OMC or 1-5 day out of school suspension , may be required to check in with administration upon return, may notify police
48900(h)	Tobacco or tobacco products (possessed, used)	1	Brief Intervention Class	OMC	OMC or 1 day out of school suspension, may be required to check in with administration upon return
48900(i)	Committed an obscene act or engaged in habitual profanity or vulgarity	2	OMC	OMC or 1 day out of school suspension, may be required to check in with administration upon return	OMC or 1-5 day out of school suspension, may be required to check in with administration upon return

Ed Code	Violation	Severity Level	1st Occurrence Intervention	2nd Occurrence Intervention/Consequence	Additional Occurrences Intervention/Consequence
48900(j)	Unlawfully possessed or unlawfully offered, arranged or negotiated to sell drug paraphernalia	2	OMC	OMC or 1 day out of school suspension, may be required to check in with administration upon return	OMC or 1-3 day out of school suspension, may be required to check in with administration upon return
48900k(1) 48900k(2) (Can only be used as a secondary code) *Grades 9-12 only	Willful defiance and/or disruption of school activities and/or the learning environment * Grades 9-12 only	1	OMC See 48900 (k) chart on pages 17 & 18	OMC See 48900 (k) chart on pages 17 & 18	OMC See 48900 (k) chart on pages 17 & 18 4 th occurrence - student may be suspended
48900(1)	Knowingly received stolen school property or private property	2	OMC	1-5 day out of school suspension, may be required to check in with administration upon return, may notify police	2-5 day out of school suspension, may be required to check in with administration upon return, may notify police
48900(m)	Possession of an imitation firearm, means a replica of a firearm that is similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm	2	OMC	OMC or 1 day out of school suspension, may be required to check in with administration upon return	OMC or 1-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the Principal finds that the expulsion is appropriate due to the particular circumstance
48900(n)	Committed or attempted to commit a sexual assault or committed a battery <i>*First occurrence or minor offense</i>	3	OMC	OMC or 1 day out of school suspension, may be required to check in with administration upon return <i>*May result in a charge of 48915 (c)(4)</i>	OMC or 1-5 day out of school suspension, may be required to check in with administration upon return, may notify police <i>*May result in a charge of 48915 (c)(4)</i>
48900(o)	Harassed, threatened, or intimidated a pupil who is a witness in a school disciplinary proceeding for the purpose of intimidation or retaliations	3	OMC	OMC or 1 day out of school suspension, may be required to check in with administration upon return	OMC or 1-5 day out of school suspension, may be required to check in with administration upon return, may notify police
48900(p)	Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma	2	OMC	OMC or 1 day out of school suspension, may be required to check in with administration upon return	OMC or 1-5 day out of school suspension, may be required to check in with administration upon return, may notify police

Ed Code	Violation	Severity Level	1st Occurrence Intervention	2nd Occurrence Intervention/Consequence	Additional Occurrences Intervention/Consequence
48900(q)	Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing"	3	OMC	OMC or 1 day out of school suspension, may be required to check in with administration upon return	OMC or 1-5 day out of school suspension, may be required to check in with administration upon return, may notify police
48900(r)	Engaged in an act of bullying, including, but not limited to electronic act, directed toward a pupil or school personnel	2	OMC	OMC or 1 day out of school suspension, may be required to check in with administration upon return	OMC or 1-5 day out of school suspension, may be required to check in with administration upon return, may notify police
48900(t)	A pupil who Aids or abets, infliction or attempted infliction of physical injury to another person	3	OMC	OMC or 1 day out of school suspension, may be required to check in with administration upon return	OMC or 1-5 day out of school suspension, may be required to check in with administration upon return, may notify police
48900.2	Committed sexual harassment <i>(Grades 4 -12 only)</i>	3	OMC	OMC or 1 day out of school suspension, may be required to check in with administration upon return	OMC or 1-5 day out of school suspension, may be required to check in with administration upon return, may notify police
48900.3	Caused, attempted to cause, threatened to cause, or participated in any act of, hate violence <i>(Grades 4 -12 only)</i>	1	OMC	OMC or 1 day out of school suspension, may be required to check in with administration upon return	OMC or 1-5 day out of school suspension, may be required to check in with administration upon return, may notify police
48900.4	Engaged in harassment, threats, or intimidation, directed against school District personnel or pupils <i>(Grades 4 -12 only)</i>	3	OMC	OMC or 1 day out of school suspension, may be required to check in with administration upon return	OMC or 1-5 day out of school suspension, may be required to check in with administration upon return, may notify police
48900.7	Terroristic threats against school officials, school property or both	3	OMC	OMC or 1 day out of school suspension, may be required to check in with administration upon return	OMC or 1-5 day out of school suspension, may be required to check in with administration upon return, may notify police

Education Code 48915 (a) offenses, which are more serious in nature and will result in mandatory suspension and possible recommendation for expulsion from the PCS. For 48915 (a) charges, **the administrator has jurisdiction for behaviors occurring: while on school grounds and at a school activity. Administrators must consult with the Principal and Assistant Superintendent before utilizing a 48915 (a) charge.**

Recommendation for expulsion must be reported to the Assistant Superintendent. Student Services.

Ed Code	Violation	Severity Level	Initial Occurrence	Additional Occurrences	Interventions/Supports
48915(a)(1)(A)	Causing serious physical injury to another person except in self-defense *Medical verification required. Refer to Education Code	3	1-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the Principal finds that the expulsion is appropriate due to the particular circumstance	1-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the Principal finds that the expulsion is appropriate due to the particular circumstance	Anger Management Counseling Support PBT referral
48915(a)(1)(B)	Possession of any knife, or other dangerous object of no reasonable use to the pupil <i>Knife is longer than 3.5 inches and/or locking blade</i>	2	1-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the Principal finds that the expulsion is appropriate due to the particular circumstance	1-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the Principal finds that the expulsion is appropriate due to the particular circumstance	Counseling Support PBT Referral
48915(a)(1)(C)	Unlawful possession of any controlled substance except for the first offense of possession of not more than one avoirdupois ounce of marijuana	2	1-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the Principal finds that the expulsion is appropriate due to the particular circumstance	1-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the Principal finds that the expulsion is appropriate due to the particular circumstance	Drug & Alcohol Workshops PBT Referral
48915(a)(1)(D)	Robbery or Extortion	3	1-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the Principal finds that the expulsion is appropriate due to the particular circumstance	1-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the Principal finds that the expulsion is appropriate due to the particular circumstance	PBT Referral
48915(a)(1)(E)	Assault or battery upon any school employee	3	3-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the Principal finds that the expulsion is appropriate due to the particular circumstance	3-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the Principal finds that the expulsion is appropriate due to the particular circumstance	PBT Referral

Education Code 48915 (c) violations represent the most egregious offenses and will result in the mandatory recommendation for expulsion from the PCS. **For 48915 (c) violations, the behavior must have occurred at school or at a school activity.**

Administrators must consult with the Principal and Assistant Superintendent before utilizing a 48915 (c) charge.

Recommendation for expulsion must be reported to the Assistant Superintendent, Student Services.

Ed Code	Violation	Initial Occurrence
48915(c)(1)	Possessing, selling, or otherwise furnishing a firearm. <i>*Must be verified/witnessed/observed by District employee</i>	5 days out of school suspension, Principal's Conference, notify police, and <i>mandatory</i> recommendation for expulsion Severity Level 3
48915(c)(2)	Brandishing a knife	5 days out of school suspension, Principal's Conference, notify police, and <i>mandatory</i> recommendation for expulsion Severity Level 3
48915(c)(3)	Unlawful selling a controlled substance	5 days out of school suspension, Principal's Conference, notify police, and <i>mandatory</i> recommendation for expulsion Severity Level 3
48915(c)(4)	Committing or attempting to commit sexual assault or battery	5 days out of school suspension, Principal's Conference, notify police, and <i>mandatory</i> recommendation for expulsion Severity Level 3
48915(c)(5)	Possession of an explosive	5 days out of school suspension, Principal's Conference, notify police, and <i>mandatory</i> recommendation for expulsion Severity Level 3

Definitions:

- **Brandishing:** "with reference to a dangerous weapon (including a firearm) means that all or part of the weapon was displayed, or the presence of the weapon was otherwise made known to another person, in order to intimidate that person, regardless of whether the weapon was directly visible to that person. Accordingly, although the dangerous weapon does not have to be directly visible, the weapon must be present."
- **Explosives:** are chemical compounds or mixtures that undergo rapid burning or decomposition with the generation of large amounts of gas and heat, leading to sudden pressure effects.
- **Firearm:** a shotgun or rifle having a barrel of less than eighteen inches in length, or any other weapon, except a pistol or revolver, from which a shot is discharged by an explosive if such weapon is capable of being concealed on the person.
- **Selling:** to exchange possession and ownership of goods or property for money or something of value.
- **Sexual Assault:** Committed or attempted to commit an act of sexual battery, rape, or statutory rape, lewd and lascivious conduct, molestation, etc.
- **Sexual Battery:** As defined in Penal Code Section 243.4(d)(1): "Any person who touches an intimate part of another person, if the touching is against the will of the person touched, and is for specific purpose of sexual arousal, sexual gratification, or sexual abuse." Intimate part means the "sexual organ, anus, groin, or buttocks of any person, and the breast of a female."

SECONDARY DISCIPLINE MATRIX

SECONDARY DISCIPLINE MATRIX

The following matrix outlines the California State Education Code Violations and the disciplinary interventions and/or supports for each violation. Education Code 48900(a)-48900.7 offenses are outlined below. Interventions are offered and consequences are given when a student commits one of these violations.

Education Code 48900.5 states Suspension shall be imposed only when other means of correction fail to bring about proper conduct. *Suspension may occur on the first offense only if "the pupil's presence causes a danger to persons or property or threatens to disrupt the instructional process."* Other Means of Correction (OMC) should be utilized as a first choice in all circumstances where outlined. Refer to page 14 for additional Means of Corrections. (If appropriate, the administrator is not limited to one OMC per occurrence.)

Education Code 48900 (a)- 48900.7 offenses. For these charges, the school has jurisdiction for those behaviors occurring: while on school grounds; while going to or coming from school; during the lunch period, whether on or off the campus; and during or while going to or coming from, a school sponsored activity. **Administrators must consult with the Principal and Assistant Superintendent before utilizing a 48915 (a) and (c) charges.**

Recommendation for expulsion must be reported to the Assistant Superintendent, Student Services.

OMC examples below (in parenthesis under 1st Occurrence) are taken from page 14. Please refer to page 14 for more examples for OMC.

Ed Code	Violation	Severity Level	1st Occurrence	2nd Occurrence	Additional Occurrences
48900(a)(1)	Caused, attempted to cause, or threatened to cause physical injury to another person	3	OMC or possible 1-2 day out of school suspension, may be required to check in with administration upon return <i>(Conflict Resolution)</i>	1-5 day out of school suspension, may be required to check in with administration upon return, may notify Police	2-5 day out of school suspension, may be required to check in with administration upon return, may notify Police
48900(a)(2)	Willfully used force or violence upon the person of another, except in self-defense	3	OMC or possible 1-2 day out of school suspension, may be required to check in with administration upon return <i>(Conflict Resolution)</i>	1-5 day out of school suspension, may be required to check in with administration upon return, may notify Police	2-5 day out of school suspension, may be required to check in with administration upon return, may notify Police
48900(b)	Possession, sold, or furnished a firearm, knife, explosive, or other dangerous object <i>Knife is Less than 3.5 inches and non-locking blade</i>	2	OMC or possible 1-2 day out of school suspension, may be required to check in with administration upon return, may notify Police <i>(Research Report)</i> <i>*Possession of a firearm will result in charge of 48915 (c)(1)</i>	1-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if principal finds that the expulsion is appropriate due to the particular circumstance	2-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if principal finds that the expulsion is appropriate due to the particular circumstance

Ed Code	Violation	Severity Level	1 st Occurrence	2 nd Occurrence	Additional Occurrences
48900(c)	Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance, alcoholic beverage, intoxicant	3	OMC or possible 1-2 day out of school suspension, may be required to check in with administration upon return, may notify Police (<i>Care Team or TUPE Referral</i>) *Sale of a controlled substance will result in charge of 48915 (c)(3)	1-5 day out of school suspension, Principal's Conference, may notify police	2-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the principal finds that the expulsion is appropriate due to the particular circumstance
48900(d)	Unlawfully offered, arranged, or negotiating to sell a controlled substance, alcoholic beverage, intoxicant of any kind, either sold, delivered, furnished to a person another liquid	3	OMC or possible 1-2 day out of school suspension, may be required to check in with administration upon return, may notify police (<i>Research on Behavior Topics</i>) *Sale of a controlled substance will result in charge of 48915 (c)(3)	1-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the principal finds that the expulsion is appropriate due to the particular circumstance	2-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the principal finds that the expulsion is appropriate due to the particular circumstance
48900(e)	Committed or attempted to commit robbery or extortion	3	OMC or possible 1-2 day out of school suspension, may be required to check in with administration upon return, may notify police (<i>Reparation to Victim or SRO</i>) *Robbery or extortion will result in charge of 48915(a)(1)(D)	1-5 day out of school suspension, may be required to check in with administration upon return, may notify police	2-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the principal finds that the expulsion is appropriate due to the particular circumstance
48900(f)	Caused or attempted to cause damage to school or private property (including Graffiti/ Tagging)	2	OMC, may notify police if damage was of significant value (<i>Reparation to School or Private Property</i>)	1-2 day out of school suspension, may be required to check in with administration upon return, may notify police if damage was of significant value	2-5 day out of school suspension, may be required to check in with administration upon return, may notify police if damage was of significant value
48900(g)	Stole, or attempting to steal school property or private property	2	OMC or 1-2 days out of school suspension, may be required to check in with administration upon return, may notify police (<i>Reparation to School or Private Property</i>)	1-5 day out of school suspension, may be required to check in with administration upon return, may notify police	2-5 day out of school suspension, may be required to check in with administration upon return, may notify police
48900(h)	Possessed or used tobacco or nicotine products (possessed, used)	1	Brief Intervention Class	OMC	OMC or possible 1-2 days out of school suspension, may be required to check in with administration upon return

Ed Code	Violation	Severity Level	1st Occurrence	2nd Occurrence	Additional Occurrences
48900(i)	Committed an obscene act or engaged in habitual profanity or vulgarity	2	OMC <i>(Community Circle)</i>	1-2 day out of school suspension, may be required to check in with administration upon return	2-5 day out of school suspension, may be required to check in with administration upon return
48900(j)	Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia	2	OMC <i>(Brief Restorative Intervention)</i>	OMC or 1-2 days out of school suspension	1-3 days out of school suspension, may be required to check in with administration upon return
48900k(1) 48900k(2) (Can only be used as a secondary code) * Grades 9- 12	Willful defiance and/or disruption of school activities and/or the learning environment	1	OMC See 48900 (k) chart on pages 14 & 15 <i>(Community Circle)</i>	OMC See 48900 (k) chart on pages 14 & 15	OMC See 48900 (k) chart on pages 14 & 15
48900(1)	Knowingly received stolen school or private property	2	OMC , may notify police if property was of significant value <i>(Reparations to School or Private Property)</i>	1-2 day out of school suspension, may be required to check in with administration upon return, may notify police	2-5 day out of school suspension, may be required to check in with administration upon return, may notify police
48900(m)	Possession of an imitation firearm, means a replica of a firearm that is similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm	2	1-2 days out of school suspension, may be required to check in with administration upon return, may notify police <i>(Research Report)</i>	2-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the Principal if the principal finds that the expulsion is appropriate due to the particular circumstance	3-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the Principal if the principal finds that the expulsion is appropriate due to the particular circumstance
48900(n)	Committed or attempted to commit a sexual assault or committed a battery *First occurrence or minor offense	3	OMC or 1-2 days out of school suspension, may be required to check in with administration upon return <i>(Counseling Referral)</i>	1-5 day out of school suspension, may be required to check in with administration upon return, may notify police *May result in a charge of 48915 (c)(4).	2-5 day out of school suspension, may be required to check in with administration upon return, may notify police *May result in a charge of 48915 (c)(4).
48900(0)	Harassed, threatened, or intimidated a pupil who is a witness in a school disciplinary proceeding for the purpose of intimidation or retaliations	3	OMC or 1-2 days out of school suspension, may be required to check in with administration upon return <i>(Administrator/Student Conference)</i>	1-5 day out of school suspension, may be required to check in with administration upon return, may notify police	2-5 day out of school suspension, may be required to check in with administration upon return, may notify police

Ed Code	Violation	Severity Level	1st Occurrence	2nd Occurrence	Additional Occurrences
48900(p)	Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma	2	OMC or 1-2 days out of school suspension, may be required to check in with administration upon return, may notify police <i>(Drug and Alcohol Workshop)</i>	1-5 day out of school suspension, may be required to check in with administration upon return, may notify police	2-5 day out of school suspension, may be required to check in with administration upon return, may notify police
48900(q)	Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing"	3	OMC or 1-2 days out of school suspension, may be required to check in with administration upon return <i>(Community Project)</i>	1-5 day out of school suspension, may be required to check in with administration upon return, may notify police	2-5 day out of school suspension, may be required to check in with administration upon return, may notify police
48900(r)	Engaged in an act of bullying, including, but not limited to electronic act, directed toward a pupil or school personnel	2	OMC or 1-2 days out of school suspension, may be required to check in with administration upon return <i>(Conflict Resolution)</i>	1-5 day out of school suspension, may be required to check in with administration upon return, may notify police	2-5 day out of school suspension, may be required to check in with administration upon return, may notify police
48900(t)	A pupil who aids or abets, infliction or attempted infliction of physical injury to another person	3	OMC or 1-2 days out of school suspension, may be required to check in with administration upon return <i>(PBT Referral)</i>	1-5 day out of school suspension, may be required to check in with administration upon return, may notify police	2-5 day out of school suspension, may be required to check in with administration upon return, may notify police
48900.2	Committed sexual harassment <i>(Grades 4 -12 only)</i>	3	OMC or 1-2 days out of school suspension, may be required to check in with administration upon return <i>(Counseling Referral)</i>	1-5 day out of school suspension, may be required to check in with administration upon return, may notify police	2-5 day out of school suspension, may be required to check in with administration upon return, may notify police
48900.3	Ca used, attempted to cause, threatened to cause, or participated in any act of, hate violence <i>(Grades 4-12 only)</i>	1	OMC or 1-2 days out of school suspension, may be required to check in with administration upon return <i>(Parent/Student/Administrator Conference)</i>	1-5 day out of school suspension, may be required to check in with administration upon return, may notify police	2-5 day out of school suspension, may be required to check in with administration upon return, may notify police
48900.4	Engaged in harassment, threats, or intimidation, directed against school District personnel or pupils <i>(Grades 4-12 only)</i>	3	OMC or 1-2 days out of school suspension, may be required to check in with administration upon return <i>(Behavior Intervention Plan)</i>	1-5 day out of school suspension, may be required to check in with administration upon return, may notify police	2-5 day out of school suspension, may be required to check in with administration upon return, may notify police
48900.7	Terroristic threats against school officials, school property or both	3	OMC or 1-2 days out of school suspension, may be required to check in with administration upon return <i>(Care Team Referral)</i>	1-5 day out of school suspension, may be required to check in with administration upon return, may notify police	2-5 day out of school suspension, may be required to check in with administration upon return, may notify police

Education Code 48915 (a) offenses, which are more serious in nature and will result in mandatory suspension and possible recommendation for expulsion from the PCS. For 48915 (a) charges, the administrator has jurisdiction for behaviors occurring: while on school grounds and at a school activity.

Administrators must consult with the Principal and Assistant Superintendent before utilizing a 48915 (a) charge.

Recommendation for expulsion must be reported to the Assistant Superintendent, Student Services.

Ed Code	Violation	Severity Level	Initial Occurrence	Additional Occurrences	Interventions/Supports
48915(a)(1)(A)	Causing serious physical injury to another person except in self -defense <i>*Medical verification required Refer to Education Code</i>	3	1-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the Principal finds that the expulsion is appropriate due to the particular circumstance	1-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the Principal finds that the expulsion is appropriate due to the particular circumstance	Anger Management Counseling Support PBT referral
48915(a)(1)(B)	Possession of any knife or other dangerous object of no reasonable use to the pupil <i>Knife is longer than 3.5 inches and/or locking blade</i>	2	1-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the Principal finds that the expulsion is appropriate due to the particular circumstance	1-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the Principal finds that the expulsion is appropriate due to the particular circumstance	Counseling Support PBT Referral
48915(a)(1)(C)	Unlawful possession of any controlled substance except for the first offense of possession of not more than one avoirdupois ounce of marijuana	2	1-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the Principal finds that the expulsion is appropriate due to the particular circumstance	1-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the Principal finds that the expulsion is appropriate due to the particular circumstance	Drug & Alcohol Workshops PBT Referral
48915(a)(1)(D)	Robbery or Extortion	3	1-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the Principal finds that the expulsion is appropriate due to the particular circumstance	1-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the Principal finds that the expulsion is appropriate due to the particular circumstance	PBT Referral
48915(a)(1)(E)	Assault or battery upon any school employee	3	3-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the Principal finds that the expulsion is appropriate due to the particular circumstance	3-5 day out of school suspension, Principal's Conference, may notify police, and possible recommendation for expulsion if the Principal finds that the expulsion is appropriate due to the particular circumstance	PBT Referral

Education Code 48915 (c) violations represent the most serious offenses and will result in the mandatory recommendation for expulsion from PCS. For 48915 (c) violations, the behavior must have occurred at school or at a school activity. Administrators must consult with the Principal and Assistant Superintendent before utilizing a 48915 (c) charge.

Recommendation for expulsion must be reported to the Assistant Superintendent, Student Services.

Ed Code	Violation	Initial Occurrence
48915(c)(1)	Possession, selling, or otherwise furnishing a firearm. Must be verified/witnessed/observed by District employee	5 days out of school suspension, Principal' s Conference, notify police, and <i>mandatory</i> recommendation for expulsion Severity Level 3
48915(c)(2)	Brandishing a knife	5 days out of school suspension, Principal's Conference, notify police, and <i>mandatory</i> recommendation for expulsion Severity Level 3
48915(c)(3)	Selling a controlled substance	5 days out of school suspension, Principal' s Conference, notify police, and <i>mandatory</i> recommendation for expulsion Severity Level 3
48915(c)(4)	Committing or attempting to commit sexual assault or battery	5 days out of school suspension, Principal's Conference, notify police, and <i>mandatory</i> recommendation for expulsion Severity Level 3
48915(c)(5)	Possession of an explosive	5 days out of school suspension, Principal' s Conference, notify police, and <i>mandatory</i> recommendation for expulsion Severity Level 3

Definitions:

- **Brandishing** - "with reference to a dangerous weapon (including a firearm) means that all or part of the weapon was displayed, or the presence of the weapon was otherwise made known to another person, in order to intimidate that person, regardless of whether the weapon was directly visible to that person. Accordingly, although the dangerous weapon does not have to be directly visible, the weapon must be present."
- **Explosives** - are chemical compounds or mixtures that undergo rapid burning or decomposition with the generation of large amounts of gas and heat, leading to sudden pressure effects.
- **Firearm** - a shotgun or rifle having a barrel of less than eighteen inches in length, or any other weapon, except a pistol or revolver, from which a shot is discharged by an explosive if such weapon is capable of being concealed on the person.
- **Selling** - to exchange possession and ownership of goods or property for money or something of value.
- **Sexual Assault** - Committed or attempted to commit an act of sexual battery, rape, statutory rape, lewd and lascivious conduct, molestation, etc.
- **Sexual Battery** - As defined in Penal Code section 243.4(d)(1): "Any person who touches an intimate part of another person, if the touching is against the will of the person touched, and is for the specific purpose of sexual arousal, sexual gratification, or sexual abuse." Intimate part means the "sexual organ, anus, groin, or buttocks of any person, and the breast of a female."

Administrator Recommendation of Expulsion Matrix

This matrix is a tool designed to help administrators decide when expulsion of a student is deemed mandatory, expected, or at administrator’s discretion.

Must Recommend Expulsion (Mandatory)	Shall Recommend Expulsion Unless Particular Circumstances Render Inappropriate (Expulsion Expected)	May Recommend Expulsion (Discretionary)
<p><i>Education Code, Section 48915(c)</i></p> <p>Act must be committed at school or school activity.</p> <ol style="list-style-type: none"> 1. Firearm <ul style="list-style-type: none"> • Possessing firearm when a district employee verified firearm possession and when student did not have prior written permission from a certificated employee which is concurred with by the principal or designee. • Selling or otherwise furnishing a firearm. 2. Brandishing a knife at another person. 3. Unlawfully selling a controlled substance listed in <i>Health and Safety Code</i> Section 11053 et. seq. 4. Committing or attempting to commit a sexual assault as defined in subdivision (n) of <i>EC</i> 48900 or committing sexual battery as defined in subdivision (n) of 48900. 5. Possession of an explosive. 	<p><i>Education Code, Section 48915 (a) states that an administrator shall recommend expulsion for the following violations [except for subsections (c) and (e)] unless administrator finds that expulsion is inappropriate due to a particular circumstance.</i></p> <p>Act must be committed at school or school activity.</p> <ol style="list-style-type: none"> (A) Causing serious physical injury to another person, except in self-defense. <i>EC</i> Section 48915 (a)(1). (B) Possession of any knife, explosive, or other dangerous object of no reasonable use to the pupil. <i>EC</i> Section 48915 (a)(2). (C) Possession and/or use of any substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the <i>Health and Safety Code</i>, except for the first offense for possession of not more than one avoirdupois ounce of marijuana other than concentrated cannabis. (D) Robbery or extortion <i>EC</i> Section 48915 (a)(4). (E) Assault or battery, or threat of, on a school employee. <p>The recommendation for expulsion shall be based on one or both of the following.</p> <ol style="list-style-type: none"> 1. Other means of correction are not feasible or have been repeatedly failed to bring about proper conduct. 2. Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others [see Section 48915(b)]. 	<p><i>Education Code, Section 48900</i></p> <p>Acts committed at school or school activity or on the way to and from school or school activity.</p> <ol style="list-style-type: none"> a. Inflicted physical injury* b. Possessed dangerous objects c. Possessed drugs or alcohol (policy determines which offense) d. Sold look alike substance representing drugs or alcohol e. Committed robbery/ extortion f. Caused damage to property** g. Committed theft h. Used tobacco (policy determines which offense) i. Committed obscenity/profanity/vulgarity j. Possessed or sold drug paraphernalia k. CANNOT USE l. Received stolen property m. Possessed imitation firearm n. Committed sexual harassment o. Harasses, threatened or intimidated a student witness p. Sold prescription drug Soma q. Committed hazing r. Engaged in an act of 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. t. A pupil who aids and abets <p>The recommendation for expulsion shall be based on one or both of the following:</p> <ol style="list-style-type: none"> 1. Other means of correction are not feasible or have been repeatedly failed to bring about proper conduct. 2. Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others [see Section 48915(b)].

Note: Most expulsions are for the semester of the offense and the subsequent semester. The exception are offenses under 48915(c) which can be a full year from the date of the board's action to expel.

EC 48916.

(a) An expulsion order shall remain in effect until the governing board, in the manner prescribed in this article, orders the readmission of a pupil.

At the time an expulsion of a pupil is ordered for an act other than those described in subdivision (c) of Section 48915, the governing board shall set a date, not later than the last day of the semester following the semester in which the expulsion occurred, when the pupil shall be reviewed for readmission to a school maintained by the district or to the school the pupil last attended. If an expulsion is ordered during summer session or the intersession period of a year round program the governing board shall set a date, not later than the last day of the semester following the summer session or intersession period in which the expulsion occurred, when the pupil shall be reviewed for readmission to a school maintained by the district or to the school the pupil last attended. **For a pupil who has been expelled pursuant to subdivision (c) of Section 48915, the governing board shall set a date of one year from the date the expulsion occurred, when the pupil shall be reviewed for readmission to a school maintained by the district, except that the governing board may set an earlier date for readmission on a case by case basis.**

GLOSSARY

Terms and definitions as defined in Federal and State Education codes, and used in PCS Administrative Regulations and Board Policies.

Absence (Unexcused) and Truancy - EC§ 48200 - Any absence that has not been both excused by a parent/guardian or legal guardian and approved by the appropriate school official.

Aiding or abetting - Assisting, encouraging, supporting others in the act of inflicting injury to another person.

Arson - Starting or setting a fire on school campus.

Assault - EC§ 48915(a)(1)(E): An unlawful attempt, coupled with present ability, to commit a violent injury to someone.

Battery - EC§ 48200(n): A willful and unlawful use of force or violence upon another and where there is a clear victim and clear abuser.

Battery on a School Employee - EC § 48915(a)(1)(E) - Aggressive physical contact with an employee of the school District.

Brandishing - EC§ 48915(c)(3) - "with reference to a dangerous weapon (including a firearm) means that all or part of the weapon was displayed, or the presence of the weapon was otherwise made known to another person, in order to intimidate that person, regardless of whether the weapon was directly visible to that person. Accordingly, although the dangerous weapon does not have to be directly visible, the weapon must be present."

Bullying, Cyberbullying - EC § 48200(r) - Knowing and willful course of conduct directed at a specific person that seriously alarms, annoys, or harasses the person, and involves an imbalance of real or perceived power among those involved. This includes cyberbullying that is the use of information technology (e.g. cell phones, instant messaging, e-mail, social networking sites) to harass, threaten or intimidate someone.

Bus Conduct - Students who ride school buses are expected to adhere to the same rules of conduct and behavior on the school bus as in school. Engages in misconduct, disrupts school bus travel, disrespects the school bus driver or jeopardizes the safety of school bus rides.

Bystander - EC § 48200(r) - This is a student who verbally encourages negative behavior to continue. These behaviors may include, but are not limited to: remaining at a fight even when directed to leave, saying things to encourage the fight to continue.

Check & Connect - Student engagement intervention. Student checks in with adult before and at the end of school day. Adult gives student behavioral reminders about expected behavior and positive and corrective feedback.

Cheating - Dishonesty on a test or school related assignment.

Closed Campus Without A Pass - Leaving campus without proper authorization.

Controlled Substance - EC§ 48900(c), (d), EC§ 48915(c)(3) - Controlled substances are drugs that are regulated by state and federal laws that aim to control the danger of addiction, abuse, physical and mental harm, the trafficking by illegal means, and the dangers from actions of those who have used the substances. Examples are: methamphetamines, cocaine, crack, heroin, LSD, PCP, or unauthorized prescriptions drugs.

Schedule I. Depressants. Stimulants. (i.e. Methaqualone, GHB, Fenethylline)

Schedule II. Narcotics. Opiates. (i.e. Opium, Codeine, Morphine, Oxycodone, Cocaine, Fentanyl)

Schedule III. Stimulants. Depressants. Anabolic Steroids. (i.e. Testosterone, Pentobarbital)

Schedule IV. Narcotics. Depressants. (i.e. Butorphanol, Barbital)

Schedule V. Narcotics. (i.e. Buprenorphine)

Dangerous Object - EC§ 48900(b) - Any object used in a dangerous way or an object that might cause harm to the student or others. Examples include, but are not limited to: safety pins, laser pointers, paper clips that are opened. Consider a knife with a blade smaller than 3.5 inches as a dangerous object.

Defiance of School Personnel's Authority - EC§ 48900(k) - Refusal to comply with reasonable requests of school personnel.

Destruction or Defacement of Property - EC§ 48900(f) - Destroying or mutilating property or materials belonging to the school, school personnel or other persons.

Discipline - To instruct, to train in accordance with the rules, an activity or exercise to improve a skill. Equipping students for behavioral and social success is a school-wide responsibility which requires the commitment and efforts of all adults - not just a select few are perceived as "disciplinarians."

Disorderly Conduct, Including Profanity And Obscene Behavior - EC§ 48900(r) - Conduct and/or behavior that is disruptive to the orderly educational procedure of the school.

Drug/Alcohol - EC§ 48900(c) -The use, possession or sale of a controlled substance, or otherwise furnish to another person, a controlled substance or alcoholic beverage, or the selling of other substances or materials and representing such substances or material as a controlled substance or alcoholic beverage.

Drug Paraphernalia - EC§ 48900(j) - any equipment, product, or material of any kind which is primarily intended or designed for use in manufacturing, compounding, converting, concealing, producing, processing, preparing, injecting, ingesting, inhaling, or otherwise introducing into the human body a controlled substance, possession of which is unlawful. (i.e., scales, balances, hypodermic syringe, needles, bong, roach clips, pipes)

Electronic Devices - Included are cellular phones, 'Blackberry' [smartphone] type devices, PDAs, MP3 players, iPod type devices, and portable computers such as laptops, iPads, desktops, tablets and netbooks, as well as portable storage devices.

Electronic Act - EC§ 48900(r) - The creation or transmission originated on or off the school site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:

- (i) A message, text, sound, video, or image.
- (ii) A post on a social network Internet Web site, including, but not limited to:
 - (I) Posting to or creating a burn page. "Burn page" means an Internet Web site created for the purpose of having one or more of the effects listed in paragraph (1).
 - (II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph
 - (1) "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.
 - (III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.
- (iii) (I) An act of cyber sexual bullying.
 - (I) For purposes of this clause, "cyber sexual bullying" means the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in subparagraphs (A) to (D), inclusive, of paragraph (1). A photograph or other visual recording, as described above, shall include the depiction of a nude, se mi-nude, or sexually explicit photograph or other visual recording of a minor where the minor is identifiable from the photograph, visual recording, or other electronic act.

Explosives- EC§ 48915(c)(5), EC§ 48900(b) - Chemical compounds or mixtures that undergo rapid burning or decomposition with the generation of large amounts of gas and heat, leading to sudden pressure effects. (Firecrackers are considered dangerous objects)

Explosive Devices - EC§ 48915(c)(5) - The use, possession, or sale of explosive devices. Examples are: self or handmade explosive devices, M-80, M-100, Silver Salute, M-250, M-1000, Quarter Stick, et c. Illegal explosive devices are not fi rework s.

Expulsion - Removal of a pupil from (1) immediate supervision and control, or (2) the general supervision, of school personnel. When a Principal recommends expulsion, the Administrator will forward the request to the Assistant Superintendent, Student Services on or before the fifth day of suspension. Principal will hold a Principal's Conference (PC) by the fifth day of suspension. The Student Services Administrator will notify the family to arrange for a meeting to discuss the recommendation.

Extortion/Robbery - EC § 48900(e) - The solicitation of money, or something of value, from another person, in return for protection, or in connection with a threat to inflict harm.

False Fire Alarm - Deliberately pulling or setting off school fire alarm.

Fighting/Mutual Combat - Engaging in or threatening an act which causes or might cause harm to another person; mutual combat between two people.

Fighting/Assault - Willfully using force or violence upon another except in self- defense.

Firearm - EC§ 48915(c)(1) -A shotgun or rifle having a barrel of less than eighteen inches in length, or any other weapon, except a pistol or revolver, from which a shot is discharged by an explosive if such weapon is capable of being concealed on the person.

Forgery - Writing and using the signature or initials of another person.

Gambling - Participating in games of chance for the purpose of exchanging money or something of value.

Gang Behavior/Attire - Engaging in behavior (writings, hand signals, intimidation, "stare down", etc.) or wearing attire (caps, shirts, "rags") or symbols (notebooks, tattoos, etc.) that signify gang affiliation or membership.

Harassment, Threats & Intimidation - EC§ 48900.4 - Intentionally engaged in harassment, threats or intimidation directed against a pupil or group of pupils, that is sufficiently severe or pervasive to have the actual and expected effect of materially disrupting class work, creating substantial disorder and invading the rights of that pupil or group of pupils by creating an intimidating or hostile educational environment.

Hate Crimes/Violence - EC§ 48900.3 - Actions committed because of the victim's race, color, religion, nationality, country or origin, ancestry, disability, or sexual orientation.

(a) "Hate crime" means a criminal act committed, in whole or in part, because of one or more of the following actual or perceived characteristics of the victim:

- (1) Disability
- (2) Gender
- (3) Nationality
- (4) Race or ethnicity
- (5) Religion
- (6) Sexual orientation

Hazing - EC§ 48900(g) - Any method of initiation into a student organization or group that causes or may cause physical harm or personal degradation or disgrace resulting in physical or mental harm to a student.

Horseplay - rough, boisterous, or rowdy play, esp. when people push each other as a joke.

Intervention - Behavior interventions are specific actions taken for the purpose of changing the behavior of either an individual or a group of people.

Knife - EC§ 48915(c)(5) - "Knife" means any dirk, dagger, or other weapon with a fixed, sharpened blade fitted primarily for stabbing, a weapon with a blade fitted primarily for stabbing, a weapon with a blade longer than 3 1/2 inches, a folding blade that locks into place, or a razor with an unguarded blade (EC 48915(g)).

Obscene Act/Gesture - EC § 48900(i) - Any act or gesture that is considered offensive to others. Examples include, but are not limited to: using inappropriate hand gestures, rotating one's hips in a suggestive manner, or other similar behaviors.

Other Means of Correction - Possible alternatives to suspension that may be utilized by administrators. See page 14.

Parking Violations - Parking in an unauthorized area on the school grounds.

Profanity - EC§ 48900(b) - Vulgarity or acts which are considered obscene.

Reckless Driving On/Around Campus - Excessive speed or careless driving.

Restitution - a monetary payment sometimes ordered to be made as part of a judgment in negligence and/or contracts cases to restore a loss.

Retaliation - EC§ 48900(0) - is the act of seeking revenge upon another.

Restorative Practice - It is more than an intervention to deal with inappropriate behavior & promotes building respectful relationships as a foundation for teaching & learning. It is a way of dealing with the inappropriate behaviors of offenders in a manner that required them to take responsibility for their behavior by acknowledging what had happened & the people who had been affected by their behavior, & focusing on repairing the harm that had been done.

Robbery - EC§ 48900(e) - Taking property by the use of violence (PC 211).

Roughhouse - act in a boisterous, violent manner

Self-defense - EC§ 48900(a)(2) - The right to use reasonable force to protect oneself from bodily harm, or to a lesser extent, one's property, from the attack of an aggressor, if the defender has reason to believe he/she/they is/are in danger.

Selling - EC§ 48915(e) - To exchange possession and ownership of goods or property for money or something of value.

Serious Bodily Injury - EC§ 48915(a)(1)(A) - A serious impairment of physical condition including, but not limited to, the following: loss of consciousness; concussion; bone fracture; protracted loss or impairment of function of any bodily member or organ; a wound requiring extensive suturing; and serious disfigurement (PC 243). Medical verification required. "Injury" means any physical injury which requires professional medical treatment.

Sexual Assault - EC§ 48915(c)(4), EC§ 48900(n) - Committed or attempted to commit an act of sexual battery, rape, statutory rape, lewd and lascivious conduct, molestation, etc.

Sexual Battery- EC§ 48915(c)(4) - As defined in Penal Code Section 243.4(d)(1): "Any person who touches an intimate part of another person, if the touching is against the will of the person touched, and is for the specific purpose of sexual arousal, sexual gratification, or sexual abuse." Intimate part means the "sexual organ, anus, groin, or buttocks of any person, and the breast of a female."

Sexual Harassment - EC § 48900.2 - Unwelcome sexual advances, requests for sexual favors, or other verbal, visual, or physical conduct of a sexual nature, if this behavior is sufficiently severe or pervasive to have a negative impact on the individual's academic performance, or creates an intimidating, hostile or offensive educational environment.

Suspension - EC§ 48925 - Removal of a pupil from ongoing instruction for adjustment purposes.

Tardy - Arriving late to school or class.

Theft/Possession of Stolen Property - EC§ 48900(g) - Taking or attempting to take property that does not belong to you, or knowingly being in possession of stolen property.

Terroristic Threat - EC§ 48900.7 - Is defined by Education Code Section 48900.7 subdivision (b) "as any written or oral statement specifically intended to being taken as a threat even if there is no actual intent of carrying it out. The statement must be threatening death, great bodily injury to another, or property damage over \$1,000. The threat is considered a terrorist threat if, on its face and under the situation in which it is made, it is "so unequivocal, unconditional, immediate and specific as to convey...a gravity of purpose and an immediate prospect of execution of the threat...causes that person reasonably to be in sustained fear for his or her own safety, his or her immediate family's safety, the protection of school district property, the personal property of the person threatened or his or her immediate family."

Tobacco Use/Possession - EC§ 48900(h) - The possession or use of tobacco or nicotine products on school property. Prohibited products include, but not limited to cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, betel, electronic cigarettes, electronic hookahs, and vapor-emitting devices.

Weapon - EC§ 48915(g) - Is generally something used to injure, defeat, or destroy and may cover many types of instruments, such as a blackjack, slingshot, billy, metal knuckles, dagger, knife, pistol, revolver, or any other firearm, razor with an unguarded blade, and any metal pipe or bar used or intended to be used as a club, among others. Consider a knife with a blade 2.5 to 3.5 inches a "weapon" not a knife.

Weapons/Dangerous Objects - The possession, use or sale of any object that might be used to inflict bodily injury to another person.

