



POLICY 5.1812

5-A I recommend the Board approve development of the proposed **revised** Policy 5.1812, entitled "Student Conduct Code for Elementary Students."

[Contact: Laura Pincus, PX 48750.]

Development

CONSENT ITEM

- This revision is being made to align School Board Policy with our School-wide Positive Behavior Support initiative.

POLICY 5.1812

STUDENT CONDUCT CODE OPERATIONAL PROCEDURES FOR INCIDENTS AND ACTIONS FOR ELEMENTARY STUDENTS

1. The School Board of Palm Beach County is committed to providing a safe learning environment with a positive climate that supports academic achievement and promotes fairness, civility, acceptance of diversity and mutual respect.
2. To meet this objective, the Student Conduct Code for Elementary Students has been developed to assist students, parents, guardians, administrators and school personnel in maintaining a safe and supportive environment.
3. The Student Conduct Code for Elementary Students is incorporated herein by reference as part of the Policy and can be found on the School District's Safety, Culture and Learning Environment website.
4. Any referenced forms and documents are incorporated herein by reference as part of this Policy and can be found on the School District's website.

5.—Overview

a.—~~The matrix of incidents and actions which is found at the conclusion of this policy, is a tool administrators will utilize to issue consequences for misbehavior by elementary students. The purpose of the matrix is to create a consistent, district-wide disciplinary system by identifying specific actions that correspond to a given incident. Administrators will be able to reduce some of the subjectivity in their decision making and reference a Board Policy that requires minimum mandatory consequences. These district-required minimum actions will assist administrators in communicating with parents, students, staff, and school personnel regarding discipline issues.~~

b.—~~If the matrix of incidents and actions is utilized effectively and consistently, the focus of the discipline data generated should shift from the consequences of students' behavior and move toward the behaviors that result in those consequences. For example, instead of focusing on the number of suspensions, we would begin to address the incidents that generate those suspensions. Schools would then explore opportunities to implement programs/ initiatives/ strategies and then would provide assistance for school staff. For incidents that do not require an Out-of-School Suspension, schools should utilize In-School Suspension wherever possible as an alternative to an Out-of-School Suspension.~~

c.—~~The School Board recognizes that the matrix of incidents and actions must be construed to be consistent with the Individuals with Disability Education Act ("IDEA") and Section 504 of the Rehabilitation Act ("Section 504"). Therefore, students eligible for services under the IDEA or Section 504, will be disciplined in accordance with these Acts and are governed by those School Board Policies which specify that they apply to students covered under IDEA and 504.~~

6.—Using the Matrix

38 a. ~~When a student commits an infraction, the misbehavior is classified according to the~~
39 ~~definition(s) that best describe the event. The action(s) to be taken by the administrator are~~
40 ~~outlined in the matrix of incidents and actions. To identify the appropriate action(s), locate the~~
41 ~~cells found at the intersection of the incident (rows) and action codes which are identified by~~
42 ~~the numbers at the top of the column. The actions represented by the codes are listed in the~~
43 ~~box to the right of the matrix. Minimum mandatory consequences (actions which MUST be~~
44 ~~imposed as a minimum consequence for first time offenses) are indicated by an "X." Additional~~
45 ~~consequences (those actions from which an administrator MAY ADDITIONALLY choose to~~
46 ~~impose for more serious or repeated actions) are indicated by an "A." Mandatory actions~~
47 ~~(those actions which MUST be imposed) are indicated by an "M." By providing a minimum~~
48 ~~mandatory consequence with additional options for all of the incidents, an administrator can~~
49 ~~address the severity of the incident with the actions imposed. Additionally, every reasonable~~
50 ~~effort should be made to inform the parent(s)/guardian(s) of discipline incidents involving their~~
51 ~~children.~~

52 **7. ~~Quick Glance Discipline Referral Incident Codes~~**

53 **a. ~~Level 1~~**

54 **i. ~~Attendance Incidents~~**

55 **A. ~~Code 01 - Tardiness, Habitual~~**

56 **B. ~~Code 02 - Truancy/Unexplained Absence~~**

57 **C. ~~Code 03 - Out of Assigned Area~~**

58 **D. ~~Code 04 - Leaving School Grounds Without Permission~~**

59 **ii. ~~Rules Violations Incidents~~**

60 **A. ~~Code 07 - Dress Code Violations~~**

61 **B. ~~Code 08 - Public Display of Affection~~**

62 **C. ~~Code 09 - Cheating~~**

63 **D. ~~Code 10 - Failure to Comply With Class/School Rules~~**

64 **E. ~~Code 11 - Disobeying Rules on the School Bus~~**

65 **iii. ~~Disruptive Incidents~~**

66 **A. ~~Code 14 - Disruptive Play~~**

67 **B. ~~Code 15 - Disruptive Behavior~~**

68 **C. ~~Code 16 - Disrespectful Language~~**

69 **D. ~~Code 17 - Bullying/Harassment~~**

- 70 ~~E. Code 18 Confrontation~~
- 71 ~~F. Code 19 Lying/Misrepresentation~~
- 72 ~~G. Code 20 Articles Disruptive to School~~
- 73 ~~H. Code 21 Prohibited Items, Non-Criminal, and Unauthorized Use of Medication~~
- 74 ~~I. Code 22 Unauthorized Sale/Distribution of Materials~~
- 75 ~~J. Code 23 Inappropriate Activity~~
- 76 **b. Level 2**
- 77 ~~i. Disruptive/Physical/Verbal Incidents~~
- 78 ~~A. Code 25 Bus Disruption~~
- 79 ~~B. Code 26 Disobedience/ Insubordination~~
- 80 ~~C. Code 27 Profane/Obscene Language~~
- 81 ~~D. Code 28 Threat, Non-Criminal~~
- 82 ~~E. Code 29 Physical Aggression (Not Involving Law Enforcement)~~
- 83 ~~F. Code 30 Repetitive Disruptive Behaviors~~
- 84 ~~G. Code 31 Repetitive Disobedience/Open Defiance/ Insubordination~~
- 85 ~~H. Code 32 Repetitive Bullying, Harassing, Intimidating, or Threatening Behaviors~~
- 86 ~~I. Code 33 Hazing~~
- 87 ~~ii. Property Incidents~~
- 88 ~~A. Code 35 Abuse of School Property/Minor Vandalism (less than \$100)~~
- 89 ~~B. Code 36 Petty Theft/Stealing (Less than Fifty Dollars (\$50))~~
- 90 ~~iii. Rules Violations Incidents and Other Serious Incidents~~
- 91 ~~A. Code 39 Unserved Detention (Regular)~~
- 92 ~~B. Code 40 Unserved Detention (Extended/Multiple)~~
- 93 ~~C. Code 41 Unserved Detention (Saturday)~~

- 94 D. ~~Code 42 – Firecrackers/Peppers~~
- 95 E. ~~Code 43 – Forgery of a Document or Signature~~
- 96 F. ~~Code 44 – Gambling~~
- 97 G. ~~Code 45 – Sexual Harassment~~
- 98 H. ~~Code 46 – Menacing Statement~~
- 99 I. ~~Code 47 – Severe or Repetitive Inappropriate Activity~~
- 100 iv. ~~Note: For ALL levels, any incident that is *hate-related* and/or *gang-related* should be~~
101 ~~coded in the appropriate "related" category AND should be grounds to increase~~
102 ~~disciplinary actions.~~
- 103 C. ~~Level 3~~
- 104 i. ~~Crimes Against Persons Incidents~~
- 105 A. ~~Code 50 – Fighting~~
- 106 B. ~~Code 51 – Verbal Assault on a Student/Person (Non-School Board Employee)~~
- 107 C. ~~Code 52 – Verbal Assault on a School Board Employee~~
- 108 D. ~~Code 53 – Physical Battery on a Student/Person (Non-School Board Employee)~~
- 109 E. ~~Code 54 – To Attempt a Criminal Act Against a Person~~
- 110 F. ~~Code 55 – Extortion/Blackmail/Coercion~~
- 111 G. ~~Code 56 – Robbery~~
- 112 H. ~~Code 57 – Physical Aggression on a School Board Employee~~
- 113 ii. ~~Property Incidents~~
- 114 A. ~~Code 60 – Stealing More than Fifty Dollars (\$50)~~
- 115 B. ~~Code 61 – Vandalism More than One Hundred Dollars (\$100) (Includes~~
116 ~~Materials/Labor)~~
- 117 C. ~~Code 62 – Breaking and Entering/Burglary (Illegal Entry Into a Facility)~~
- 118 D. ~~Code 63 – Computer Misuse/Inappropriate Use of E-Mail/Internet~~
- 119 E. ~~Code 64 – Reckless Vehicle Use~~

- 146 Firecrackers/Poppers)
- 147 ~~v. Code 93 – Sale, Possession With Intent to Sell or Distribution of Drugs, Imitation Drugs~~
148 ~~Represented as Drugs, or Prescription Medications~~
- 149 ~~vi. Code 94 – Aggravated Battery~~
- 150 ~~vii. Code 95 – Armed Robbery~~
- 151 ~~viii. Code 96 – Battery or Aggravated Battery on School Board Employee~~
- 152 ~~ix. Code 97 – Sexual Battery~~
- 153 ~~x. Code 98 – Kidnapping or Abduction~~
- 154 ~~xi. Code 99 – Homicide~~
- 155 **e. Other Incident Codes**
- 156 ~~i. Code FS – Felony Suspension Incident~~
- 157 ~~ii. Code PI – Previous Incident~~
- 158 **8. Student Discipline Referral Incident Definitions**
- 159 **a. Level 1**
- 160 ~~i. Attendance Incidents~~
- 161 ~~A. Code 01 – **Tardiness, Habitual.** A consistent failure to be in a place of instruction~~
162 ~~at the assigned time.~~
- 163 ~~B. Code 02 – **Truancy/Unexplained Absence.** An absence from class or school that~~
164 ~~the reason or excuse is inadequate or does not meet the criteria for an excused~~
165 ~~absence.~~
- 166 ~~C. Code 03 – **Out of Assigned Area.** Out of assigned area without permission and/or~~
167 ~~in a restricted access area without permission.~~
- 168 ~~D. Code 04 – **Leaving School Grounds Without Permission.** Unauthorized leaving~~
169 ~~of the school grounds~~
- 170 ~~ii. Rules Violations Incidents~~
- 171 ~~A. Code 07 – **Dress Code Violations.** To dress in a manner that violates the school's~~
172 ~~dress code policy and/or in a manner that would constitute a safety hazard.~~
- 173 ~~B. Code 08 – **Public Display of Affection.** Engaging in overtly amorous contact or~~
174 ~~language not appropriate in a school setting.~~

175 C. ~~Code 09 **Cheating** (Copying Work of Another, Using Materials Not Authorized to~~
176 ~~Use). Copying of anyone else's work or cheating on any test or assignment.~~
177 ~~Plagiarism.~~

178 D. ~~Code 10 **Failure to Comply with Class/School Rules.** Violation of specific~~
179 ~~posted or written school or class rules that are not necessarily disruptive~~
180 ~~behaviors; examples: repeated gum chewing, repeatedly unprepared for class, etc.~~

181 E. ~~Code 11 **Disobeying Rules on the School Bus.** Violation of the posted or~~
182 ~~written rules of conduct for the bus that are not necessarily disruptive behaviors;~~
183 ~~examples: not in assigned seat, eating or drinking on the bus, getting on or off the~~
184 ~~bus at the wrong bus stop. (Refer to **Code 25** for disruptive behavior on the bus.)~~

185 iii. Disruptive Incidents

186 A. ~~Code 14 **Disruptive Play.** Non-confrontational activity that is not appropriate in a~~
187 ~~school setting and disruptive to the educational process. Engaging in rowdy, rough~~
188 ~~behavior that interferes with the safe and or purposeful order of a school.~~
189 ~~Examples: horseplay; chasing another student in the hallway or classroom, etc.~~

190 B. ~~Code 15 **Disrespectful Behavior.** Behavior by its nature that disrupts the~~
191 ~~educational process, but is not criminal. Conduct that interferes with the process of~~
192 ~~teaching/learning, or disrupts the orderly environment of the classroom/learning~~
193 ~~environment.~~

194 C. ~~Code 16 **Disrespectful Language.** Written or verbal remarks or gestures that~~
195 ~~show a lack of respect, rudeness, or are inappropriate. The use of words or acts~~
196 ~~which demean, degrade, antagonize, or humiliate a person or group of persons.~~

197 D. ~~Code 17 **Bullying/Harassment.** A person who uses power (physical, verbal,~~
198 ~~written, or psychological) for any reason in a willful manner with the intent of~~
199 ~~hurting or humiliating another individual for any reason including but not limited to~~
200 ~~age, gender, race, nationality, ethnicity, religion or sexual orientation.~~

201 E. ~~Code 18 **Confrontation.** A verbal confrontation, or the encouraging or inciting of~~
202 ~~a confrontation that has the propensity to escalate into a fight.~~

203 F. ~~Code 19 **Lying/Misrepresentation.** Intentionally providing false or misleading~~
204 ~~information to, or withholding valid information from, a school staff member.~~

205 G. ~~Code 20 **Articles Disruptive to School.** To possess, display or use anything~~
206 ~~that is disruptive to the general peace and welfare to a school center, school bus,~~
207 ~~or a school sponsored activity. (Note: If students possess a cellular phone, it~~
208 ~~should be turned off and kept inside a book bag, purse, or similar container, and it~~
209 ~~may not be used (and may not be allowed to emit any ringtone or other noise) on~~
210 ~~school grounds or during any school-sponsored program or activity, including~~
211 ~~school transportation.) (Refer to **Level 3 and Level 4** for weapons, drugs, alcohol,~~
212 ~~tobacco, obscene materials or other articles which may require law enforcement~~
213 ~~intervention.)~~

214 H. ~~Code 21 **Prohibited items, Non-Criminal.** Possession and/or use of items or~~

215 contraband designated by the school as inappropriate materials such as portable
216 paging devices, beepers, portable cassette or CD players, electronic games, roller
217 blades, skateboards, magic cards, lighters, hats, etc. AND any other items that
218 cause distraction or damage to persons or property or otherwise interfere with the
219 learning process. Or unauthorized possession or use of one's own prescription
220 medication or over the counter mild pain medication including but not limited to
221 items such as aspirin, Advil, Aleve, Midol, NoDoze, or herbal supplements, without
222 parental approval AND school notification pursuant to Policy 5.321. (Refer to **Level**
223 **3 and Level 4** for weapons, drugs, alcohol, tobacco, obscene materials or other
224 articles which may require law enforcement intervention.)

225 ~~I. Code 22 - **Unauthorized Sale/Distribution of Materials (Non-**~~
226 ~~**Criminal).** Unauthorized selling or distributing of materials; example:~~
227 ~~candy (**Note:** Items that are illegal or inappropriate, such as drugs, weapons,~~
228 ~~pornography, etc., should be coded in a **Level 3 Category.**)~~

229 ~~J. Code 23 - **Inappropriate Activity.** Any activity that cannot be added in~~
230 ~~another **Level 1** incident that is disruptive and tends to interfere with the process of~~
231 ~~teaching and learning.~~

232 ~~b. **Level 2**~~

233 ~~i. Disruptive/Physical/Verbal Incidents~~

234 ~~A. Code 25 - **Bus Disruption.** Behavior that disrupts and/or distracts the driver from~~
235 ~~safely operating the school bus.~~

236 ~~B. Code 26 - **Disobedient/Insubordination.** Failure to obey a reasonable instruction~~
237 ~~or request by a staff member.~~

238 ~~C. Code 27 - **Profane/Obscene Language (Use of Abusive Language, Obscene**~~
239 ~~**Gestures).** Abusive, profane, obscene, or vulgar language (verbal, written or~~
240 ~~gestures) or conduct in the presence of another person.~~

241 ~~D. Code 28 - **Threat, Non-Criminal.** A statement which does not meet the criteria of~~
242 ~~a criminal assault. A low level threat that poses a minimal risk to the victim and~~
243 ~~public safety. The threat is vague and indirect; the information contained within the~~
244 ~~threat is inconsistent, implausible or lacks detail; the threat lacks realism; and the~~
245 ~~content of the threat suggests the person is unlikely to carry it out. (Refer to Code~~
246 ~~47 - **Menacing Statement;** Codes 51 and 52, **Verbal Assault,** and Code~~
247 ~~89 **Threat of Violence, High Level** for more serious threats)~~

248 ~~E. Code 29 - **Physical Aggression (Not Involving Law Enforcement).** The~~
249 ~~intentional physical aggression of one party against another person such as~~
250 ~~pushing, pulling, punching, or striking. Generally, the physical act does not result in~~
251 ~~bodily harm and does not require the intervention of a law enforcement officer.~~
252 ~~(Note: If a physically aggressive act results in serious bodily injury and/or requires~~
253 ~~the intervention of law enforcement, then the incident should be coded as~~
254 ~~a **Battery.**)~~

255 ~~F. Code 30 - **Repetitive Disruptive Behaviors.** Repeated referrals for Level 1~~
256 ~~disruptive behaviors including disruptive play, disrespectful language, and any~~

- 257 other repetitive behaviors that create a disruptive learning environment.
- 258 ~~G. Code 31 – Repetitive Disobedience/Open Defiance/Insubordination. Repeated~~
259 ~~referrals for disobedience, defiance and insubordination.~~
- 260 ~~H. Code 32 – Repetitive Bullying, Harassing, Intimidating, or~~
261 ~~Threatening Behavior. Repeated referrals for Level 1 bullying, harassing,~~
262 ~~threatening, and/or confrontational behavior.~~
- 263 ~~I. Code 33 – Hazing. Hazing is considered to be any willful act done by a student for~~
264 ~~the purpose of subjecting another student to humiliation, intimidation, physical~~
265 ~~abuse, or threat of abuse, social or other ostracism, shame, or disgrace.~~
266 ~~Permission, consent, or assumption of the risk by a student subjected to hazing~~
267 ~~does not affect the violation of this policy.~~
- 268 ii. Property Incidents
- 269 ~~A. Code 35 – Abuse of School Property/Minor Vandalism. To use wrongly or~~
270 ~~improperly, or to maltreat any school equipment or property. (Note: Significant~~
271 ~~damage or destruction should be coded as Code 61 Vandalism.)~~
- 272 ~~B. Code 36 – Petty Theft/Stealing (Less than Fifty Dollars (\$50)). The unlawful~~
273 ~~taking, carrying, leading, or riding away of property less than fifty dollars (\$50) in~~
274 ~~value from the possession, or constructive possession, of another person. (Refer~~
275 ~~to Code 60 Stealing More Than \$50 for more serious thefts.)~~
- 276 iii. Rules Violations and Other Serious Incidents
- 277 ~~A. Code 39 – Unserved Detention (Regular). Unexcused absence from a scheduled~~
278 ~~Regular Detention.~~
- 279 ~~B. Code 40 – Unserved Detention (Extended). Unexcused absence from a~~
280 ~~scheduled Extended Detention.~~
- 281 ~~C. Code 41 – Unserved Detention (Saturday). Unexcused absence from a~~
282 ~~scheduled Saturday Detention.~~
- 283 ~~D. Code 42 – Firecrackers/Poppers. Possession, use, sale, storage, or distribution of~~
284 ~~firecrackers, poppers, or associated devices, as long as the object is NOT used as~~
285 ~~a weapon OR is NOT considered a weapon by Florida statutes. (Refer to #87 –~~
286 ~~Possession of Other Potentially Dangerous Items and # 92 – Possession,~~
287 ~~Use, Sale, Storage, or Distribution of an Explosive Device for more dangerous~~
288 ~~fireworks.)~~
- 289 ~~E. Code 43 – Forgery of a Document or Signature. To fashion or reproduce the~~
290 ~~signature of another for fraudulent purpose.~~
- 291 ~~F. Code 44 – Gambling. One who participates in games of chance or skill for money,~~
292 ~~profit or anything of value.~~
- 293 ~~G. Code 45 – Sexual Harassment (Undesired Sexual Behavior Towards~~

294 ~~**Another**~~. Unwanted or repeated verbal or physical sexual behavior that is
295 offensive and objectionable to the recipient, causes discomfort or humiliation or
296 creates a hostile environment. Sexual harassment shall include but not be limited
297 to creating a hostile environment. Sexually harassing conduct which can include
298 unwelcome sexual advances; and other verbal, nonverbal or physical behavior of a
299 sexual nature by an individual that is sufficiently severe, persistent, or pervasive
300 enough to create a hostile or abusive educational environment. (Note: In some
301 cases, severe incidents of sexual harassment which includes physical contact may
302 be considered a **Battery**; or with physical penetration, a **Sexual Battery**.)

303 H. ~~Code 46~~ **Menacing Statements**. A medium level of threat which is a threat which
304 could be carried out, although it may not appear entirely realistic. The threat is
305 more direct and more concrete than a low level threat; the wording in the threat
306 suggests that the threatener has given some thought to how the act will be carried
307 out; there may be a general indication of a possible place and time (though these
308 signs still fall well short of a detailed plan); There is no strong indication that the
309 threatener has taken preparatory steps, although there may be some veiled
310 reference or ambiguous or inconclusive evidence pointing to the possibility; an
311 allusion to a book or movie that shows the planning of a violent act, or a vague,
312 general statement about the availability of weapons; there may be a specific
313 statement seeking to convey that the threat is not empty: "I'm serious!" or "I really
314 mean this!"

315 I. ~~Code 47~~ **Severe or Repetitive Inappropriate Activity**. Any Level 2-type activity
316 that is disruptive and/or inappropriate in a school setting that does not fit into
317 another Level 2 category.

318 **E. Level 3**

319 **i. Crimes Against Persons Incidents**

320 A. ~~Code 50~~ **Fighting**. Mutual participation in a hostile, physical encounter; mutual
321 participation in an altercation involving physical violence.

322 B. ~~Code 51~~ **Verbal Assault on a Student/Person (Non-School Board**
323 **Employee)**. Any intentional, unlawful threat, by word or act, to do violence to
324 another person, coupled with an apparent ability to do so, and doing some act that
325 creates a well-founded fear in another person that violence is imminent.

326 C. ~~Code 52~~ **Verbal Assault on School Board Employee**. Any intentional, unlawful
327 threat, by word or act, to do violence to a school board employee, coupled with an
328 apparent ability to do so, and doing some act that creates a well-founded fear in
329 another person that violence is imminent.

330 D. ~~Code 53~~ **Physical Battery on a Student/Person (Non-School**
331 **Board Employee)**. The willful and unlawful use of force or violence upon the
332 person of another. Three primary elements must be present for a Battery to occur:
333 (1) there must be an aggressor, who (2) intended to cause physical harm (or actual
334 contact against the other's will) to (3) another person. Includes an attack with a
335 weapon that fits the aforementioned description. (Note: This category should be
336 used only when the attack is serious enough to warrant contacting law
337 enforcement.)

338 ~~E. Code 54 **To Attempt a Criminal Act Against a Person.** Any person who~~
339 ~~attempts to commit, or who solicits another to commit, or who agrees, conspires,~~
340 ~~combines, or confederates with another person or persons to commit the offense~~
341 ~~of a Battery, Robbery, Homicide, Kidnapping, or Sexual Battery against another~~
342 ~~person or persons, and in such attempt does any act toward the commission of~~
343 ~~such offense, but fails in the perpetration or is intercepted or prevented in the~~
344 ~~execution of the offense. (Fla. Stat. § 774.04)~~

345 ~~F. Code 55 **Extortion/Blackmail/Coercion.** The use or threat or intimidation to~~
346 ~~obtain anything of value from another person, including, but not limited to,~~
347 ~~money. (Note: Minor offenses that do NOT require law enforcement should be~~
348 ~~coded as **Code 17 Bullying** or **Code 32 Repetitive Bullying, Harassing,**~~
349 ~~**Intimidating, or Threatening Behavior.**)~~

350 ~~G. Code 56 **Robbery.** The taking or attempting to take anything of value that is~~
351 ~~owned by another person or organization, under confrontational circumstances by~~
352 ~~force or threat of force or violence and/or by putting the victim in fear. A key~~
353 ~~difference between robbery and larceny is that a threat of battery is involved in~~
354 ~~robbery.~~

355 ~~H. Code 57 **Physical Aggression on a School Board Employee.**~~
356 ~~A *volitional* physically aggressive act such as pushing, pulling, or striking toward a~~
357 ~~School Board employee. Generally, the physical act does not result in injury. Law~~
358 ~~enforcement should be notified; criminal charges may or may not be filed. (NOTE:~~
359 ~~IF A RECOMMENDATION FOR EXPULSION IS PROPOSED, then the Level~~
360 ~~4 **code # 96, Battery on SBE,** should be used.)~~

361 ~~ii. Property Incidents~~

362 ~~A. Code 60 **Stealing More than Fifty Dollars (\$50).** The unlawful taking or~~
363 ~~concealing the property of another person, without threat, violence or bodily harm,~~
364 ~~with the intent to prevent or deprive the rightful owner of its use. This includes~~
365 ~~taking of property or taking property from a vehicle on school property.~~

366 ~~B. Code 61 **Vandalism More than One Hundred Dollars (\$100) (Includes**~~
367 ~~**Materials and Labor).** The willful and/or malicious destruction, damage, or~~
368 ~~defacement of public or private property, real or personal, without the consent of~~
369 ~~the owner or the person having custody or control of it. This category, which~~
370 ~~includes graffiti, should be coded when the amount of damage to the property,~~
371 ~~including materials and labor, exceeds one hundred dollars (\$100) to repair,~~
372 ~~remove, and/or replace. (NOTE: If the damage to the property, including materials~~
373 ~~and labor, is less than one hundred dollars (\$100). to repair, then the event should~~
374 ~~be coded as **Code 35 Abuse of School Property/Minor Vandalism** unless Law~~
375 ~~Enforcement files charges.)~~

376 ~~C. Code 62 **Breaking and Entering/Burglary (Illegal Entry into a Facility).** The~~
377 ~~unlawful entry with or without force into a building, conveyance, or other structure,~~
378 ~~or remaining behind, with the intent to commit a crime to property.~~

379 ~~D. Code 63 **Computer Misuse/Inappropriate Use of E-mail/Internet.** The~~
380 ~~inappropriate use of a computer, including, but not limited to, breaking into~~
381 ~~restricted accounts or networks, modifying, or destroying files without permission,~~

382 illegally copying software, and entering or distributing or printing unauthorized files.
383 Accessing or entering unauthorized internet sites; Distributing inappropriate
384 electronic messages.

385 ~~E. Code 64 **Reckless Vehicle Use.** The use of any motorized or self-propelled~~
386 ~~vehicle on school grounds in a reckless manner or so as to threaten the health,~~
387 ~~safety, welfare of others, or to disrupt the educational process.~~

388 ~~F. Code 65 **Motor Vehicle Theft.** The theft or attempted theft of a motor~~
389 ~~vehicle. *Examples:* theft of a car, truck, motorcycle, golf cart, dune buggy, RV or~~
390 ~~anything that is self-propelled.~~

391 ~~G. Code 66 **Arson.** To willfully and unlawfully, or while in the commission of any~~
392 ~~felony, by fire or explosion, damage or cause to be damaged: any dwelling,~~
393 ~~whether occupied or not, or its contents; any structure, or contents thereof, where~~
394 ~~persons are normally present; and any other structure that the person knew or had~~
395 ~~reasonable grounds to believe was occupied by a human being (Fla. Stat. §~~
396 ~~806.01(1)(a)-(c)).~~

397 ~~H. Code 67 **Counterfeit / Misrepresented Document / Other Major Incident.** To~~
398 ~~fashion or reproduce a document, money, or other items with the intent to defraud;~~
399 ~~includes counterfeit money or documents; Also, any Level 3-type incident that is~~
400 ~~inappropriate in a school setting and does not fit into another Level 3 category.~~
401 ~~Included in this category is culpable negligence, exposing another person to~~
402 ~~personal injury. (NOTE: Any incident in this category REQUIRES law enforcement~~
403 ~~intervention.)~~

404 ~~iii. Alcohol, Tobacco, and Drug Incidents~~

405 ~~A. Code 70 **Possession/Use of Tobacco Products.** Possession, use, sale,~~
406 ~~storage, or distribution of tobacco products on school district property. Tobacco~~
407 ~~products include, but are not limited to, cigarettes, cigars, snuff, dip, pipe tobacco,~~
408 ~~and chewing tobacco.~~

409 ~~B. Code 71 **Unauthorized Possession or Misuse of Prescription Medication.** To~~
410 ~~possess, use, store, or be under the influence of another person's substance which~~
411 ~~requires a physician's prescription; or to misuse one's own prescription medication;~~
412 ~~or to possess, store, or use any over the counter medication (other than those listed~~
413 ~~in Code 21) without parental approval and school notification.~~

414 ~~C. Code 72 **Use of Intoxicants.** The inhaling or ingestion of intoxicants, including~~
415 ~~but not limited to, glue, solvents, butane, and whip crème, for the purpose of~~
416 ~~obtaining a mood-modifying experience.~~

417 ~~D. Code 73 **Possession, Use, Manufacture, Sale, Storage, or Distribution of**~~
418 ~~**Alcohol or Intoxicating Beverages.** The violation of laws or ordinances~~
419 ~~prohibiting the manufacture, sale, purchase, transportation, possession or use of~~
420 ~~intoxicating alcoholic beverages. Use should be reported only if the person is~~
421 ~~caught in the act of using, or is discovered to have used in the course of the~~
422 ~~investigation.~~

423 ~~E. Code 74 **Possession, Use, Sale, Storage, or Distribution of Drug**~~

424 ~~Paraphernalia. To possess, use, sale, store, or distribute any equipment, device,~~
425 ~~or equipment used for the purpose of preparing or taking drugs, including, but not~~
426 ~~limited to, items listed in Fla. Stat. § 893.145, and items which may be determined~~
427 ~~to be drug paraphernalia under the criteria set out in Fla. Stat. § 893.146.~~

428 ~~F. Code 75 - Possession, Use, or Storage of Drugs or Imitation Drugs~~
429 ~~Represented as Drugs. To store, possess, purchase, use, or be under the~~
430 ~~influence of any mood-modifying substance and/or dangerous substance listed in~~
431 ~~Chapter 893, Fla. Stat., including, but not limited to, marijuana, hallucinogens,~~
432 ~~inhalants, as well as any substance represented to be an illegal substance, such~~
433 ~~as "designer drugs," or caffeine pills, tablets, or caplets, or any substance which is~~
434 ~~represented to be any such substance while on school property or jurisdiction of~~
435 ~~the School District of Palm Beach County.~~

436 ~~iv. Disorderly Conduct/Weapons~~

437 ~~A. Code 80 - Disruption of a School Function/Disorderly Conduct. Any act which~~
438 ~~substantially disrupts the orderly conduct of a school function, behavior which~~
439 ~~substantially disrupts the orderly learning environment or poses a threat to the~~
440 ~~health, safety, and/or welfare of students, staff, or others. An incident of this type is~~
441 ~~mandatory to be reported to law enforcement and is likely to result in an arrest.~~

442 ~~B. Code 81 - Trespassing. To enter or remain on a public school campus, school~~
443 ~~board facility, or at a school function without authorization or invitation and with no~~
444 ~~lawful purpose for entry, including students under suspension or expulsion. To~~
445 ~~enter or remain on a public school campus, school board facility, or at a school~~
446 ~~district sponsored activity without authorization after being directed to leave by the~~
447 ~~chief administrator/designee of the facility, campus, or function.~~

448 ~~C. Code 82 - False Fire/911 Call. Whoever, without reasonable cause, by outcry or~~
449 ~~the ringing of bells, or otherwise makes or circulates, or causes to be made or~~
450 ~~circulated, a false alarm of fire or 911 call.~~

451 ~~D. Code 83 - Bomb Threat. Intentionally making a false report to any person,~~
452 ~~including school personnel, concerning the placement of any bomb, dynamite,~~
453 ~~explosive, or arson-causing device.~~

454 ~~E. Code 84 - Inappropriate, Lewd or Obscene Act. The use of oral or written~~
455 ~~language, electronic messages, pictures, objects, gestures, or engaging in any~~
456 ~~physical act considered to be offensive, socially unacceptable, or not suitable for~~
457 ~~an educational setting. Included in this category are indecent exposure (exposure~~
458 ~~of private body parts to the sight of another person in a lewd or indecent manner in~~
459 ~~a public place), and obscenity (conduct which by the community standards is~~
460 ~~deemed to corrupt public morals by its indecency and/or lewdness such as phone~~
461 ~~calls or other communication; unlawful manufacture, publishing, selling, buying or~~
462 ~~possessing materials such as literature or photographs).~~

463 ~~F. Code 85 - Sexual Misconduct. Engaging in a sex act or physical conduct of a~~
464 ~~sexual nature; the unlawful sexual intercourse, sexual contact or other unlawful~~
465 ~~behavior or conduct intended to result in sexual gratification without force or threat~~
466 ~~and where the victim is capable of giving consent.~~

467 ~~G. Code 86 – Possession of a Knife. The possession of any knife that may inflict~~
468 ~~harm on another person, or could be used to intimidate another person, including,~~
469 ~~but not limited to, fixed blade knives, folding knives, switch blade knives, razor~~
470 ~~knives, box cutters. (Note: If a weapon is used during an incident, that incident~~
471 ~~should be coded including an appropriate corresponding weapons-related entry~~
472 ~~AND disciplinary action may increase substantially.)~~

473 ~~H. Code 87 – Possession of Other Potentially Dangerous Items. Any instrument or~~
474 ~~object, other than firearms, handguns, or knives, that could be deliberately used~~
475 ~~to inflict harm on another person, or could be used to intimidate any person.~~
476 ~~Included in this category are BB-guns and toy or replica guns represented as real~~
477 ~~guns. Also, included in this category are the possession or storage of items which~~
478 ~~are prohibited at school, including, but not limited to ammunition clips, bullets or~~
479 ~~cartridges, flammable liquids, combustible materials, matches, lighters, poisonous~~
480 ~~substances, mace, pepper spray, and any other items which may result in injury.~~
481 ~~(Note: If a weapon is used during an incident, that incident should be coded~~
482 ~~including an appropriate corresponding weapons-related entry AND disciplinary~~
483 ~~action may increase substantially.)~~

484 ~~d. Level 4 – Criminal Incidents~~

485 ~~i. Code 89 – Threat of Violence, High Level. High level of threat is a threat that appears~~
486 ~~to pose an imminent and serious danger to the safety of others; the threat is direct,~~
487 ~~specific, and plausible; the threat suggests concrete steps have been taken toward~~
488 ~~carrying it out, for example, statements indicating that the threatener has acquired or~~
489 ~~practiced with a weapon or has had the victim under surveillance.~~

490 ~~ii. Code 90 – Possession of a Firearm. Possession or sale of any firearm on school~~
491 ~~property, school sponsored transportation or during a school sponsored activity. A~~
492 ~~firearm is any weapon (including a starter gun) which will, is designed to, or may readily~~
493 ~~be converted to expel a projectile by the action of an explosive; the frame or receiver of~~
494 ~~any such weapon; any firearm muffler or firearm silencer; any destructive device; or any~~
495 ~~machine gun. The term firearm does not include an antique firearm unless the antique~~
496 ~~firearm is used in the commission of a crime. (Note: Fla. Stat. § 790.001(6)). A~~
497 ~~destructive device is any bomb, grenade, mine, rocket, missile, pipe bomb, or similar~~
498 ~~device containing some type of explosive that is designed to explode and is capable of~~
499 ~~causing bodily harm or property damage (Fla. Stat. § 790.001(4)). (Note: If a weapon is~~
500 ~~used during an incident, that incident should be coded including an appropriate~~
501 ~~corresponding weapons-related entry.)~~

502 ~~iii. Code 91 – Possession of a Handgun. Possession or sale of a handgun on school~~
503 ~~property, school sponsored transportation, or during a school sponsored activity.~~
504 ~~(NOTE: If a handgun is used during an incident, that incident should be coded including~~
505 ~~an appropriate corresponding weapons-related entry.)~~

506 ~~iv. Code 92 – Possession, Use, Sale, Storage, or Distribution of an Explosive Device~~
507 ~~(Not Firecrackers, Poppers). An explosive is any chemical compound or mixture that~~
508 ~~has the property of yielding readily to combustion or oxidation upon application of heat,~~
509 ~~flame, or shock, including but not limited to dynamite, nitroglycerin, trinitrotoluene, or~~
510 ~~ammonium nitrate when combined with other ingredients to form an explosive mixture,~~
511 ~~blasting caps, and detonators (Fla. Stat. §790.001(5)). Note: If an explosive device is~~
512 ~~used during an incident, that incident should be coded including an appropriate~~

- 513 corresponding weapons-related entry.)
- 514 ~~v. Code 93 – **Sale, Possession With Intent to Sell or Distribute, or Distribution of**~~
515 ~~**Drugs, Imitation Drugs Represented as Drugs, or Prescription Medications.** To sell~~
516 ~~or distribute any mood-modifying substance and/or dangerous substance listed in~~
517 ~~Chapter 893, Fla. Stat., including, but not limited to marijuana, hallucinogens, inhalants,~~
518 ~~as well as any substance represented to be an illegal substance, such as "designer~~
519 ~~drugs." or caffeine pills, tablets, or caplets, or any substance which is represented to be~~
520 ~~any such substance while on school district property, school transportation, or at a~~
521 ~~school-related function.~~
- 522 ~~vi. Code 94 – **Aggravated Battery.** Intentionally or knowingly causing great bodily harm,~~
523 ~~permanent disability, or permanent disfigurement or using a deadly weapon while~~
524 ~~committing a battery. A battery is the actual and intentional touching or striking of~~
525 ~~another person against his or her will or intentionally causing bodily harm to an individual~~
526 ~~(Fla. Stat. §§ 784.03 & 784.045).~~
- 527 ~~vii. Code 95 – **Armed Robbery.** The taking of money or other property which may be the~~
528 ~~subject of larceny from the person or custody of another, with intent to either~~
529 ~~permanently or temporarily deprive the person or the owner of the money or other~~
530 ~~property, when in the course of the taking there is the use of force, violence, assault, or~~
531 ~~putting in fear; with the use of a firearm or other deadly weapon (Fla. Stat. § 812.13(1) &~~
532 ~~(2)(a)).~~
- 533 ~~viii. Code 96 – **Battery or Aggravated Battery on a School Board Employee.** A battery or~~
534 ~~aggravated battery, as defined above, on any person that the student knows, or has~~
535 ~~reason to know, is an elected official or school district employee, whether it is committed~~
536 ~~on school property, on school-sponsored transportation, during a school-sponsored~~
537 ~~activity or while the elected official or employee is on official school business. (Fla. Stat.~~
538 ~~§ 1006.13(4)).~~
- 539 ~~ix. Code 97 – **Sexual Battery (Attempted or Actual Forcible Penetration).** Forced oral,~~
540 ~~anal, or vaginal penetration by, or union with, the sexual organ of another or the anal or~~
541 ~~vaginal penetration of another by any other object. (Fla. Stat. § 794.011(1)(h)).~~
- 542 ~~x. Code 98 – **Kidnapping or Abduction.** Forcibly, secretly, or by threat, confining,~~
543 ~~abducting, or imprisoning another person against their will and without lawful authority.~~
- 544 ~~xi. Code 99 – **Homicide – Murder.** The unlawful killing of a human being (Fla. Stat. §~~
545 ~~782.04); and manslaughter – the killing of a human being by the act, procurement, or~~
546 ~~culpable negligence of another, without lawful justification (Fla. Stat. § 782.07).~~
- 547 ~~e. Other Incident Codes~~
- 548 ~~i. **FS – Felony Suspension Incident.** This incident code should be used for a student who~~
549 ~~has been felony-suspended per Fla. Stat. § 1006.09(2) and SBER 6A-1.0956, and is~~
550 ~~assigned to an alternative program until the student is adjudicated. If the student is~~
551 ~~adjudicated guilty, the principal may recommend expulsion.~~
- 552 ~~ii. **PI – Previous Incident.** This incident code is to be used ONLY when coding an action in~~
553 ~~the current school year for an incident occurring in the *previous* school year.~~

- 554 ~~9. Quick Glance Discipline Reform Action Codes~~
- 555 ~~a. Prevention Consequences~~
- 556 ~~i. Code 01 - Conference with Student/Warning~~
- 557 ~~ii. Code 02 - Referred to School Guidance Counselor~~
- 558 ~~iii. Code 03 - Referral for Mediation~~
- 559 ~~iv. Code 04 - Behavior Contract or Plan~~
- 560 ~~v. Code 05 - Staffing (ESE/504/Other)~~
- 561 ~~vi. Code 06 - Written Communication to Custodial Parent/Guardian (Other than a Copy of~~
562 ~~the Referral)~~
- 563 ~~vii. Code 07 - Daily/Weekly Report~~
- 564 ~~viii. Code 08 - Schedule Change (Change of Regular Classes)~~
- 565 ~~ix. Code 09 - Custodial Parent/Guardian Contact~~
- 566 ~~x. Code 10 - Custodial Parent/Guardian Conference with Administrator/Teacher(s) at~~
567 ~~School~~
- 568 ~~xi. Code 11 - Custodial Parent/Guardian Attends Class with Child~~
- 569 ~~xii. Code 12 - Voluntary Restitution/Self-Designed Action(s)~~
- 570 ~~xiii. Code 13 - Parent/Guardian Contact by a Language Facilitator~~
- 571 ~~b. Early Intervention Consequences~~
- 572 ~~i. Code 20 - Silent Lunch/Lunch Detention~~
- 573 ~~ii. Code 21 - School Service Work (During School Hours)~~
- 574 ~~iii. Code 22 - Temporary Removal From the Classroom~~
- 575 ~~iv. Code 23 - Loss of Privileges (During School Hours)~~
- 576 ~~v. Code 24 - Alternative Classroom Placement (Short-Term)~~
- 577 ~~vi. Code 25 - Referral to School CORE Team~~
- 578 ~~c. Bus Related Consequences~~
- 579 ~~i. Code 30 - Bus, Assigned Seat~~

- 580 ii. ~~Code 31 – Bus, Probation~~
- 581 iii. ~~Code 32 – Bus, Suspension~~
- 582 d. ~~Disciplinary Consequences~~
- 583 i. ~~Code 40 – School Service Work (Before/After School/Non-School Day)~~
- 584 ii. ~~Code 41 – Detention (Regular/Traditional)~~
- 585 iii. ~~Code 42 – Detention (Extended)~~
- 586 iv. ~~Code 43 – Saturday School/Detention~~
- 587 v. ~~Code 44 – Confiscation~~
- 588 vi. ~~Code 45 – Loss of Extra-Curricular Privileges~~
- 589 vii. ~~Code 46 – Restitution~~
- 590 viii. ~~Code 47* – Tobacco/Alcohol/Drug Alternative~~
- 591 ix. ~~Code 48* – Days Held in Abeyance~~
- 592 x. ~~Code 50 – Student Misconduct, Alternative to Suspension Program~~
- 593 xi. ~~Code 60 – In-School Intervention Program~~
- 594 xii. ~~Code 65 – In-School Alternative to Suspension~~
- 595 xiii. ~~Code 81 – Out of School Suspension, Short Term (One (1) to Two (2) Days)~~
- 596 xiv. ~~Code 83 – Out of School Suspension, Short Term (Three (3) to Five (5) Days)~~
- 597 xv. ~~Code 86 – Out of School Suspension, Long-Term (Six (6) to Ten (10) Days)~~
- 598 xvi. ~~Code 88 – Out of School Suspension for Days Held in Abeyance~~
- 599 xvii. ~~Code 90 – Out of School Suspension, Mandatory Ten (10) Days~~
- 600 e. ~~**District-Imposed Consequences**~~
- 601 i. ~~Code 91 – Long Term Suspension (District Approved)~~
- 602 ii. ~~Code 92 – Assignment to Special Program/Alternative School/ Alternative Program~~
603 ~~(District-Placed)~~
- 604 iii. ~~Code 95 – Alternative Placement Pending Expulsion~~

- 605 iv. ~~Code 96 – Alternative Placement in Lieu of Expulsion~~
- 606 v. ~~Code 98 – Honoring an Expulsion from Another District~~
- 607 vi. ~~Code 99 – Expulsion~~
- 608 vii. ~~Code BA – Baker Act~~
- 609 viii. ~~Code FA – Future Action~~
- 610 ix. ~~Code FS – Felony Suspension Action~~
- 611 x. ~~Code RF – Refer to Courts or Juvenile Authorities~~
- 612 f. ~~Note: For all levels, any incident that is hate-related and/or gang-related should be coded in~~
613 ~~the appropriate "-related" category AND should be grounds to increase disciplinary actions.~~
- 614 g. ~~PROGRESSIVE DISCIPLINE. When deciding what disciplinary action should be taken, the~~
615 ~~principal/designee shall consider the student's age, exceptionality, previous conduct,~~
616 ~~probability of a recurring violation, intent, attitude, and severity of the offense and, whenever~~
617 ~~possible, shall impose disciplinary action in a progressive manner.~~
- 618 10. ~~Student Discipline Referral Action Definitions~~
- 619 a. ~~Prevention Consequences~~
- 620 i. ~~Code 01 – **Conference with Student/Warning.** Administrative conference with student~~
621 ~~and warning about stated incident.~~
- 622 ii. ~~Code 02 – **Referred to School Guidance Counselor.** Counseling the student by the~~
623 ~~guidance counselor to assist the student in developing or utilizing the necessary skills to~~
624 ~~address the stated incident.~~
- 625 iii. ~~Code 03 – **Referral for Mediation.** Referral to mediation (peer or adult) for stated~~
626 ~~incident.~~
- 627 iv. ~~Code 04 – **Behavior Contract or Plan.** A written/verbal contract or plan for the student~~
628 ~~with stated goals, objectives, and outcomes for the student to develop the necessary~~
629 ~~skills to address the stated incident.~~
- 630 v. ~~Code 05 – **Staffing (ESE/504/Other).** Student recommended to the necessary~~
631 ~~department/group for staffing and development of a course of action (interventions) for~~
632 ~~the student.~~
- 633 vi. ~~Code 06 – **Written Communication to Custodial Parent/Guardian (Other than a**~~
634 ~~**Copy of the Referral).** Letter, notes, and/or other written communication to custodial~~
635 ~~parent/guardian.~~
- 636 vii. ~~Code 07 – **Daily/Weekly Report.** A progress report and/or assignment sheet which~~
637 ~~gives the student and parent the opportunity to track the student's academic and~~

- 638 behavioral progress in each of his/her classes for a specified period of time.
- 639 ~~viii. Code 08 – **Schedule Change (Change of Regular Classes)**. A permanent change in~~
640 ~~the student's regular class schedule.~~
- 641 ~~ix. Code 09 – **Custodial Parent/Guardian Contact**. Contacting custodial parent/ guardian~~
642 ~~either by telephone, in person, or by some other means to inform them of the stated~~
643 ~~incident.~~
- 644 ~~x. Code 10 – **Custodial Parent/Guardian Conference with Administrator/ Teacher(s) at**~~
645 ~~**School**. Administrative conference with a custodial parent/guardian of the student.~~
- 646 ~~xi. Code 11 – **Custodial Parent/Guardian Attends Class With Child**. Custodial~~
647 ~~parent/guardian shadows child and/or attends class with their child at school for an~~
648 ~~agreed-upon time during the child's school day.~~
- 649 ~~xii. Code 12 – **Voluntary Restitution/Self-Designed Action(s)**. Student designs and~~
650 ~~implements a plan to correct errors made, apologizes, replace/repair property.~~
- 651 ~~xiii. Code 13 – **Parent/Guardian Contact by a Language Facilitator**. Contact by a~~
652 ~~language facilitator of a parent/guardian.~~
- 653 ~~b. Early Intervention Consequences~~
- 654 ~~i. Code 20 – **Silent Lunch/Lunch Detention**. A separate facility and/or seating~~
655 ~~arrangement for the student during a regularly scheduled lunch period. Additionally, the~~
656 ~~administrator may request some cafeteria clean-up assistance from the student such as~~
657 ~~sweeping, wiping tables, and/or assisting with other clean-up activities.~~
- 658 ~~ii. Code 21 – **School Service Work (During School Hours)**. Work assistance provided by~~
659 ~~the student to any staff member during school hours including, but not limited to,~~
660 ~~campus or hallway clean-up. (Refer to **Code 40 School Service Work Before/After**~~
661 ~~**School/ Non-School Day** detail.)~~
- 662 ~~iii. Code 22 – **Temporary Removal From the Classroom**. The temporary removal of a~~
663 ~~student from the traditional learning environment to a separate, individual learning~~
664 ~~environment **for a short period of time (generally less than one hour)**.~~
- 665 ~~iv. Code 23 – **Loss of Privileges (During School Hours)**. The loss of a privilege(s) during~~
666 ~~school hours such as assemblies, field trips, and incentive activities. (Note: If the activity~~
667 ~~is academically oriented, the student **MUST** be given an alternative assignment with an~~
668 ~~opportunity to receive the same information and grade.)~~
- 669 ~~v. Code 24 – **Alternative Classroom Placement (Short-Term)**. The temporary removal of~~
670 ~~a student from their regular classroom to an different CLASSROOM. The student will be~~
671 ~~given the opportunity to complete their regular classwork in the alternative setting.~~
- 672 ~~vi. Code 25 – **Referral to School CORE Team**. The referral to the school's CORE team for~~
673 ~~possible interventions.~~
- 674 ~~c. Bus Related Consequences~~

- 675 i. ~~Code 30 – **Bus, Assigned Seat.** The temporary or permanent assignment to a specified~~
676 ~~seat on the school bus.~~
- 677 ii. ~~Code 31 – **Bus, Probation.** An alternative to a Bus Suspension. A student placed on~~
678 ~~Bus Probation will, very likely, be suspended from the school bus if another bus violation~~
679 ~~occurs.~~
- 680 iii. ~~Code 32 – **Bus, Suspension.** Suspension of bus riding privileges for a specified period~~
681 ~~of time. (Consequences for violations of transportation policies, rules, or standards of~~
682 ~~conduct are not limited to the suspension of bus riding privileges. Other sanctions, up to~~
683 ~~and including out of school suspension and expulsion may be imposed when~~
684 ~~warranted).~~
- 685 d. ~~Disciplinary Consequences~~
- 686 i. ~~Code 40 – **School Service Work (Before/After School/Non-School Day).** The~~
687 ~~assignment of a student to work detail before or after school hours. Generally, this is~~
688 ~~used in lieu of a detention and the student is paired with a staff member to perform the~~
689 ~~duties as determined. (NOTE: Refer to **Code 21** School Service Work (During School~~
690 ~~Hours work detail.)~~
- 691 ii. ~~Code 41 – **Detention (Regular/Traditional).** Required attendance for a monitored period~~
692 ~~of time (generally an hour after school) not during school hours.~~
- 693 iii. ~~Code 42 – **Detention (Extended).** Required attendance for an extended monitored~~
694 ~~period of time before or after school hours.~~
- 695 iv. ~~Code 43 – **Saturday School/Detention.** Required attendance for a monitored period of~~
696 ~~time on a Saturday.~~
- 697 v. ~~Code 44 – **Confiscation.** The confiscating of an item(s) not permitted on school grounds.~~
698 ~~Depending on the item(s), the item(s) could be turned over to law enforcement, held until~~
699 ~~parent/guardian came to retrieve it, or returned to the student after a specified period of~~
700 ~~time.~~
- 701 vi. ~~Code 45 – **Loss of Extra-Curricular Privileges.** The loss of an extra-curricular privilege~~
702 ~~such as attending events not during school hours, removal from an athletic team or club,~~
703 ~~and/or exclusion from a specified activity.~~
- 704 vii. ~~Code 46 – **Restitution.** Repayment for damages or loss.~~
- 705 viii. ~~Code 47 – **Tobacco/Alcohol/Drug Alternative.** A program designed to educate the~~
706 ~~student about tobacco, alcohol, and/or drugs and to deter future use. Generally, this is~~
707 ~~used as an alternative to an out of school suspension and/or to shorten the length of the~~
708 ~~suspension.~~
- 709 ix. ~~Code 48 – **Days Held in Abeyance.** Out-of-school suspension days issued, but not~~
710 ~~enforced if an alternative plan is completed. *Examples:* Tobacco, alcohol, or drug~~
711 ~~education classes.~~
- 712 x. ~~Code 50 – **Student Misconduct, Alternative to Suspension Program.** A program~~

713 designated to educate the student about anger management and to deter future student
714 misconduct. Generally, this is used as an alternative to an out-of-school suspension and
715 to reduce the number of days of a student suspension.

716 xi. ~~Code 60 – In-School Intervention Program.~~ A school designed program or class that
717 requires the student to rehabilitate their misbehavior through any of the following:
718 counseling services, conflict resolution, skill building, social and/or emotional skill
719 building, etc. The on-campus program should be one (1) to five (5) days in length.

720 xii. ~~Code 65 – In-School Alternative to Suspension.~~ An alternative to an out-of-school
721 suspension that prevents a student from attending all or some classes. During the period
722 of an alternative to suspension, the student is assigned to a self-contained alternative
723 classroom.

724 xiii. ~~Code 81 – Out of School Suspension, Short-Term (One (1) to Two (2) Days).~~ The
725 temporary removal of a student from school for a period of one (1) to two (2) days.
726 During the out-of-school suspension, the student is prohibited from attendance at school
727 or any school-related functions. **Note:** Fla. Stat. § 1006.09(1)(b) establishes that no
728 secondary or elementary school student may be suspended out of school for unexcused
729 tardies, lateness, absence, or truancy.

730 xiv. ~~Code 83 – Out of School Suspension, Short-Term (Three (3) to Five (5) Days).~~ The
731 temporary removal of a student from school for a period of three (3) to five (5) days.
732 During the out of school suspension, the student is prohibited from attendance at school
733 or any school-related functions. **Note:** Fla. Stat. § 1006.09(1)(b) establishes that no
734 secondary or elementary school student may be suspended out of school for unexcused
735 tardies, lateness, absence, or truancy.

736 xv. ~~Code 86 – Out of School Suspension, Long-Term (Six (6) to Ten (10) Days).~~ The
737 temporary removal of a student from school for a period of six (6) to ten (10) days.
738 During the out of school suspension, the student is prohibited from attendance at school
739 or any school-related functions. **Note:** Fla. Stat. § 1006.09(1)(b) establishes that no
740 secondary or elementary school student may be suspended out of school for unexcused
741 tardies, lateness, absence, or truancy.

742 xvi. ~~Code 88 – Out of School Suspension for Days Held in Abeyance.~~ An out-of-school
743 suspension code specifically designated to address additional suspension days due to
744 non-completion of an Alternative to Suspension program. This out-of-school suspension
745 is a temporary removal of a student from school for a period of days equal to the days
746 held in abeyance for the particular event. During the out-of-school suspension, the
747 student is prohibited from attendance at school or any school-related functions. **Note:**
748 Fla. Stat. § 1006.09(1)(b) establishes that no secondary or elementary school student
749 may be suspended out of school for unexcused tardiness, lateness, absence, or truancy.

750 xvii. ~~Code 90 – Out of School Suspension, Mandatory Ten (10) Days.~~ The temporary
751 removal of a student from school for a mandatory period of ten (10) days. During the out
752 of school suspension, the student is prohibited from attendance at school or any school-
753 related functions. **Note:** Fla. Stat. § 1006.09(1)(b) establishes that no secondary or
754 elementary school student may be suspended out of school for unexcused tardies,
755 lateness, absence, or truancy.

756 e. District Imposed Consequences

- 757 i. ~~Code 91 — **Long-Term Suspension (District Approved and Entered)**. Fla. Stat. §~~
758 ~~1006.08(1) permits the superintendent to extend a suspension beyond ten (10) school~~
759 ~~days if the student is being recommended for expulsion.~~
- 760 ii. ~~Code 92 — **Assignment to Special Program/Alternative School/ Alternative Program**~~
761 ~~**(District-Placed)**. The assignment by the district to an alternative school for a specified~~
762 ~~period of time. (**Note:** The number of days must be specified in the duration code.)~~
- 763 iii. ~~Code 95 — **Alternative Placement Pending Expulsion**. The assignment by the district~~
764 ~~to an alternative school pending an expulsion. (NOTE: This is likely a change of~~
765 ~~placement rather than a number of days.)~~
- 766 iv. ~~Code 96 — **Alternative Placement in Lieu of Expulsion**. The assignment by the district~~
767 ~~to an alternative school in lieu of an expulsion. (**Note:** This is likely a change of~~
768 ~~placement rather than a number of days.)~~
- 769 v. ~~Code 98 — **Honoring an Expulsion from another District**. Process by which a student~~
770 ~~who is pending expulsion, has been expelled, or has withdrawn in lieu of expulsion from~~
771 ~~another school district or private school is reviewed prior to attending school in Palm~~
772 ~~Beach County School District.~~
- 773 vi. ~~Code 99 — **Expulsion**. The removal of the right and obligation of a student to attend~~
774 ~~public school for a specified period of time. An expulsion may be imposed for a period~~
775 ~~up to, but not to exceed the current school year, the following school year, and the~~
776 ~~intervening summer school.~~
- 777 vii. ~~Code FS — **Felony Suspension Action**. Action code when a principal determines to~~
778 ~~felony suspend a student pending adjudication.~~
- 779 viii. ~~Code BA — Baker Act~~
- 780 ix. ~~Code FA — Future Action~~
- 781 x. ~~Code RF — Refer to Courts or Juvenile Authorities~~

782 STATUTORY AUTHORITY: Fla. Stat. §§ 1001.41(2); 1001.42(22); 1001.43(1), 1006.07
783 LAWS IMPLEMENTED: Fla. Stat. §§ 1001.43(1); 1003.31(1), (3); 1006.07; 1006.09,
784 1006.13(4)
785 HISTORY: 05/16/01; 1/13/03 ___/___2012
786
787

ELEMENTARY QUICK GLANCE Discipline Referral ACTION Codes

PREVENTION CONSEQUENCES

- 01—Conference with Student/Warning
- 02—Referred to School Guidance Counselor
- 03—Referred for Mediation
- 04—Behavior Contract or Plan
- 05—Staffing (ESE/504/Other)
- 06—Written Communication to Custodial Parent/Guardian (Other Than a Copy of the Referral)
- 07—Daily/Weekly Report
- 08—Schedule Change (Change of Regular Classes)
- 09—Custodial Parent/Guardian Contact
- 10—Custodial Parent/Guardian Conference with Administrator/Teacher(s) at School
- 11—Custodial Parent/Guardian Attends Class with Child
- 12—Voluntary Restitution/Self-Designed Action(s)
- 13—Parent/Guardian Contact by a Language Facilitator

EARLY INTERVENTION CONSEQUENCES

- 20—Silent Lunch/Lunch Detention
- 21—School Service Work (During School Hours)
- 22—Temporary Removal from Classroom
- 23—Loss of Privileges (During School Hours)
- 24—Temporary Classroom Change (Short-

DISCIPLINARY CONSEQUENCES

- 40—School Service Work (Before/After
 - 41—Detention (Regular/Traditional)
 - 42—Detention (Extended or Multiple)
 - 43—Saturday School/Detention
 - 44—Confiscation
 - 45—Loss of Extra-Curricular Privileges
 - 46—Restitution
 - 47—Tobacco/Alcohol/Drug Alternative
 - 48—Days Held in Abeyance
 - 50—Student Misconduct, Alternative to Suspension Program
 - 60—In-School Intervention Program
 - 65—In-School Alternative to Suspension
 - 81—Out of School Suspension, Short-Term (1-2 days)
 - 83—Out of School Suspension, Short-Term (3-5 days)
 - 86—Out of School Suspension, Long-Term (6-10 days)
 - 88—Out of School Suspension for Days Held in Abeyance
 - 90—Out of School Suspension, Mandatory 10 Days
- DISTRICT-IMPOSED CONSEQUENCES**
- 91—Long-Term Suspension (District Approved)
 - 92—Assignment to Special Program/Alternative School/
Alternative Program (District-Placed)
 - 95—Alternative Placement Pending Expulsion

Term)	96—Alternative Placement in Lieu of Expulsion
25—Referral to School CORE Team	98—Honoring an Expulsion From Another District
BUS-RELATED CONSEQUENCES	99—Expulsion
30—Bus, Assigned Seat	OTHER ACTION CODES
31—Bus, Probation	FS Felony Suspension
32—Bus, Suspension	BA—Baker Act
	FA—Future Action
	RF—Refer to Courts or Juvenile Authorities

~~1st Offense Drug or Alcohol (Codes 71-75 ONLY): Students may be given an opportunity to attend a district-approved alternative elementary program in addition to the mandatory 5-day Out-of-School Suspension, and mandatory counseling materials or parent conference.~~

~~Repeated Drug or Alcohol Violation: REQUIRE a 10 day out-of-school suspension AND Recommendation for Expulsion~~

~~1st Offense Tobacco Violation -- REQUIRE a mandatory 1-day Out-of-School Suspension, and mandatory counseling materials or parent conference..~~

~~2nd Offense Tobacco Violation -- REQUIRE a mandatory 3-day Out-of-School Suspension and~~

mandatory in-school intervention.

~~3rd Offense Tobacco Violation~~—Students may be given an opportunity to attend a district-approved third alternative elementary program **in addition to the mandatory 5-day Out-of-School Suspension.**

~~Repeated Tobacco Violations REQUIRE a 10-day out-of-school suspension.~~

~~NOTE: For ALL levels, any incident that is *Hate-related* and/or *Gang-related* should be coded in the appropriate "*-related*" category AND should be grounds to increase disciplinary actions.~~

PROGRESSIVE DISCIPLINE: When deciding what disciplinary action should be taken, the principal/designee shall consider the following and, whenever possible, shall impose disciplinary action in a progressive manner:

~~* Age * Exceptionality * Previous Conduct * Intent * Attitude * Severity of the Offense * Probability of a Recurring Violation~~

~~QUICK GLANCE Discipline Referral INCIDENT Codes - Elementary~~

LEVEL 1

Code

~~ATTENDANCE INCIDENTS~~

~~01 Tardiness, Habitual~~

~~02 Truancy/Unexplained Absence~~

~~03 Out of Assigned Area~~

~~04 Leaving School Grounds Without Permission~~

~~-~~

~~RULES VIOLATIONS INCIDENTS~~

~~07 Dress Code Violations~~

~~08 Public Display of Affection~~

~~09 Cheating~~

~~10 Failure To Comply With Class/School Rules~~

LEVEL 3

Code

~~CRIMES AGAINST PERSONS INCIDENTS~~

~~50 Fighting~~

~~51 Verbal Assault on a Student/Person (Non-SBE)~~

~~52 Verbal Assault on a School Board Employee~~

~~53 Physical Battery on a Student/Person~~

~~54 To Attempt a Criminal Act Against a Person~~

~~55 Extortion/Blackmail/Coercion~~

~~56 Robbery~~

~~57 Physical Aggression on School Board Employee~~

~~-~~

~~PROPERTY INCIDENTS~~

~~11 Disobeying Rules on the School Bus~~

~~-~~

DISRUPTIVE INCIDENTS

~~14 Disruptive Play~~

~~15 Disruptive Behavior~~

~~16 Disrespectful Language~~

~~17 Bullying/Harassment~~

~~18 Confrontation~~

~~19 Lying/Misrepresentation~~

~~20 Articles Disruptive to School~~

~~21 Prohibited Items, Non-Criminal~~

~~22 Unauthorized Sale/Distribution of Materials~~

~~23 Inappropriate Activity~~

~~-~~

LEVEL 2

~~-~~

DISRUPTIVE/PHYSICAL/VERBAL INCIDENTS

~~25 Bus Disruption~~

~~26 Disobedience/Insubordination~~

~~27 Profane/Obscene Language~~

~~28 Threat (Non-Criminal)~~

~~29 Physical Aggression (Not Involving Law Enforcement)~~

~~30 Repetitive Disruptive Behaviors~~

~~31 Repetitive Disobedience(Open Defiance/~~

~~60 Stealing More Than \$50~~

~~61 Vandalism More Than \$100~~

~~62 Breaking & Entering/Burglary~~

~~63 Computer Misuse~~

~~64 Reckless Vehicle Use~~

~~65 Motor Vehicle Theft~~

~~66 Arson~~

~~67 Counterfeit / Misrepresented Document / Other Major Incident~~

~~-~~

ALCOHOL AND DRUGS INCIDENTS

~~70 Tobacco Products (Possession/Use)~~

~~71 Prescription Medications (Unauthorized Possession/Misuse)~~

~~72 Intoxicants (Use)~~

~~73 Alcohol/Intoxicating Beverages (Possession/Use/Manufacture/Sale/Storage/Distribution)~~

~~74 Drug Paraphernalia (Possession/Use/Sale/Storage/Distribution)~~

~~75 Drugs/Imitation Drugs (Possession/Use /Storage)~~

~~-~~

DISORDERLY CONDUCT/WEAPONS INCIDENTS

~~80 Disruption of a School/Disorderly Conduct~~

~~81 Trespassing~~

~~82 False Fire Alarm/911 Call~~

Insubordination

~~32 Repetitive Bullying, Harassing, Intimidating, or Threatening Behaviors~~

~~33 Hazing~~

-

PROPERTY INCIDENTS

~~35 Abuse of School Property/Minor Vandalism Less Than \$100~~

~~36 Petty Theft/Stealing Less Than \$50~~

-

~~RULES VIOLATIONS INCIDENTS AND OTHER SERIOUS INCIDENTS~~

~~39 Unserved Detention (Regular)~~

~~40 Unserved Detention (Extended/Multiple)~~

~~41 Unserved Detention (Saturday)~~

~~42 Firecrackers/Poppers~~

~~43 Forgery of a Document or Signature~~

~~44 Gambling~~

~~45 Sexual Harassment~~

~~46 Menacing Statements~~

~~47 Severe/Repetitive Inappropriate Activity~~

~~83 Bomb Threat~~

~~84 Inappropriate, Lewd, or Obscene Act~~

~~85 Sexual Misconduct~~

~~86 Knife (Possession)~~

~~87 Other Potentially Dangerous Items (Possession)~~

-

LEVEL 4 - CRIMINAL INCIDENTS

~~89 Threat of Violence, High Level~~

~~90 Firearm (Possession)~~

~~91 Possession of a Handgun~~

~~92 _____ Explosive _____ Device (Possession/Use/Sale/Storage/Distribution)~~

~~93 Drugs/Imitation Drugs/Prescription Medications (Sale/Intent to Sell/Distribution)~~

~~94 Aggravated Battery~~

~~95 Armed Robbery~~

~~96 Battery/Aggravated Battery on SBE~~

~~97 Sexual Battery~~

~~98 Kidnapping/Abduction~~

~~99 Homicide~~

OTHER INCIDENT CODES

FS Felony Suspension Incident

PI Previous Incident

A) * For ALL levels, any incident that is *hate-related* and/or *gang-related* should be coded in the appropriate "*related*" category AND should be grounds to increase disciplinary actions.

B) All bold face numbers indicate reportable to FDOE.

788 MATRIX/INCIDENTS AND ACTIONS ELEMENTARY SCHOOLS (EXCEPT AS NOTED FOR IDEA/504)

789 School District of Palm Beach County

INCIDENTS	PC	EG	BC	25	32	40	41	42	43	44	45	46	47	48	50	60	65	81	83	86	90	EX	RL
01 Tardiness, Habitual	X	A	-	A	-	-	A	A	-	-	A	-	-	-	-	A	A	-	-	-	-	-	-
02 Truancy/Unexplained Absence	X	A	-	A	-	-	A	A	-	-	A	-	-	-	-	A	A	-	-	-	-	-	-
03 Out of Assigned Area	X	A	-	-	-	-	A	A	-	-	A	-	-	-	-	A	A	-	-	-	-	-	-
04 Leaving School Grounds w/o Permission	X	A	-	-	-	-	A	A	-	-	A	-	-	-	-	A	A	A	-	-	-	-	-
07 Dress Code Violation	X	A	-	-	-	-	A	A	-	-	A	-	-	-	-	A	A	-	-	-	-	-	-
08 Public Display of Affection	X	A	-	-	-	-	A	A	-	-	A	-	-	-	-	A	A	-	-	-	-	-	-
09 Cheating	X	A	-	A	-	-	A	A	-	-	A	-	-	-	-	A	A	-	-	-	-	-	-
10 Failure to Comply With Rules	X	A	-	-	-	A	A	A	-	-	A	-	-	-	-	A	A	-	-	-	-	-	-
11 Disobeying Rules on Bus	X	A	A	-	A	A	A	A	-	-	A	-	-	-	-	A	A	-	-	-	-	-	-
14 Disruptive Play	X	A	-	-	-	A	A	A	-	-	A	-	-	-	-	A	A	-	-	-	-	-	-
15 Disruptive Behavior	X	A	-	A	-	A	A	A	-	-	A	-	-	-	-	A	A	-	-	-	-	-	-
16 Disrespectful Language	X	A	-	A	-	A	A	A	-	-	A	-	-	-	-	A	A	-	-	-	-	-	-
17 Bullying/Harassment	X	A	-	M	-	A	A	A	-	-	A	-	-	-	-	A	A	A	-	-	-	-	-
18 Confrontation	X	A	-	A	-	A	A	A	-	-	A	-	-	-	-	A	A	-	-	-	-	-	-
19 Lying/Misrepresentation	X	A	-	-	-	A	A	A	-	-	A	-	-	-	-	A	A	-	-	-	-	-	-
20 Articles Disruptive to School	X	A	-	-	-	A	A	A	-	M	A	-	-	-	-	A	A	-	-	-	-	-	-
21 Prohibited Items (Non-Criminal)	X	A	-	-	-	A	A	A	-	M	A	-	-	-	-	A	A	-	-	-	-	-	-
22 Unauthorized Materials (Non-Criminal)	X	A	-	-	-	A	A	A	-	M	A	-	-	-	-	A	A	-	-	-	-	-	-
23 Inappropriate Activity	X	A	-	A	-	A	A	A	-	-	A	-	-	-	-	A	A	-	-	-	-	-	-
25 Bus Disruption	X	A	A	-	A	A	A	A	-	-	A	-	-	-	-	A	A	-	-	-	-	-	-
26 Disobedience/Insubordination	X	A	-	A	-	A	A	A	-	-	A	-	-	-	-	A	A	-	-	-	-	-	-
27 Profane/Obscene Language	X	A	-	A	-	A	A	A	-	-	A	-	-	-	-	A	A	-	-	-	-	-	-
28 Threat (Non-Criminal)	X	A	-	M	-	A	A	A	-	-	A	-	-	-	-	A	A	-	-	-	-	-	-
29 Physical Aggression	A	X	-	M	-	A	A	A	-	-	-	-	-	-	-	A	A	A	A	-	-	-	-
30 Rep. Disruptive Behaviors	A	X	-	M	-	A	A	A	-	-	-	-	-	-	-	A	A	A	A	-	-	-	-
31 Rep. Disobedience/Defiance/Insubordination	A	X	-	M	-	A	A	A	-	-	-	-	-	-	-	A	A	A	A	-	-	-	-
32 Rep. Bullying/Harassment/Intimidating/Threat	A	X	-	M	-	A	A	A	-	-	-	-	-	-	-	A	A	A	A	-	-	A	A
33 Hazing	A	X	-	M	-	A	A	A	-	-	-	-	-	-	-	A	A	A	-	-	-	-	A
35 Abuse Property/Minor Vandalism	X	A	-	M	-	A	A	A	-	-	A	-	-	A	-	A	A	A	A	-	-	-	-
36 Petty Theft/Stealing Less Than \$50	X	A	-	M	-	-	A	A	-	M	A	A	-	A	-	A	A	A	A	-	-	-	A
39 Unserved Detention (Regular)	A	-	-	A	-	A	-	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
40 Unserved Detention (Extended/Multiple)	A	-	-	A	-	A	-	-	-	-	-	-	-	-	-	X	A	A	A	-	-	-	-
41 Unserved Saturday Detention/School	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
42 Firecrackers/Poppers	X	A	-	M	-	A	A	A	-	M	A	-	-	-	-	A	A	A	A	-	-	-	A
43 Forgery of a Document/Signature	X	-	-	M	-	A	A	A	-	-	A	-	-	-	-	A	A	A	A	-	-	-	A
44 Gambling	X	-	-	M	-	A	A	A	-	-	A	-	-	-	-	A	A	A	A	-	-	-	A
45 Sexual Harassment	X	-	-	M	-	-	A	A	-	-	A	-	-	-	-	A	A	A	A	A	-	A	A
46 Menacing Statements (Non-Criminal)	A	X	-	M	-	A	A	A	-	-	A	-	-	-	-	A	A	A	A	A	-	-	A
47 Severe/Rep Inappropriate Activity	A	X	-	M	-	A	A	A	-	-	A	-	-	-	-	A	A	A	A	A	-	-	A

- - - - - PC EC BC 25 32 40 41 42 43 44 45 46 47 48 50 60 65 81 83 86 90 EX RL

790 (M) Mandatory Action (X) Minimum Mandatory Action (A) Additional Actions. The Matrix provides MINIMUM
791 MANDATORY Actions for each incident. More severe consequences may be imposed at the discretion of
792 the administrator.

INCIDENTS	PC	EC	BC	25	32	40	41	42	43	44	45	46	47	48	50	60	65	81	83	86	90	EX	RL
50 Fighting	A	A	-	M	-	A	A	A	-	-	A	-	-	-	-	A	A	X	A	A	A	A	A
51 Verbal Assault to Student/Person	A	A	-	M	-	A	A	A	-	-	A	-	-	-	-	A	A	X	A	A	A	A	M
52 Verbal Assault on S. Board Employee	A	A	-	M	-	A	A	A	-	-	A	-	-	-	-	A	A	-	X	A	A	A	M
53 Physical Battery to Student/Person	A	A	-	M	-	A	A	A	-	-	A	-	-	-	-	A	A	-	X	A	A	A	M
54 To Attempt Criminal Act Against a Person	A	A	-	M	-	A	A	A	-	-	A	-	-	-	-	A	A	-	X	A	A	A	M
55 Extortion/Blackmail/Coercion	A	A	-	M	-	A	A	A	-	-	A	-	-	-	-	A	A	X	A	A	A	A	M
56 Robbery	A	A	-	M	-	A	A	A	-	-	A	-	-	-	-	A	A	X	A	A	A	A	M
57 Physical Aggression on S.B. Employee	A	A	-	M	-	A	A	A	-	-	A	-	-	-	-	A	A	-	X	A	A	A	M
60 Stealing More Than \$50	A	-	-	M	-	-	-	-	-	-	A	A	-	A	-	-	-	X	A	A	A	A	M
61 Vandalism More Than \$100	A	-	-	M	-	-	-	-	-	-	A	A	-	A	-	-	-	X	A	A	A	A	M
62 Breaking and Entering/Burglary	A	-	-	M	-	-	-	-	-	-	A	A	-	A	-	-	-	X	A	A	A	A	M
63 Computer Misuse	A	-	-	M	-	-	-	-	-	-	A	A	-	A	-	-	-	X	A	A	A	A	A
64 Reckless Vehicle Use	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
65 Motor Vehicle Theft	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
66 Arson	A	-	-	M	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	M	M	M
67 Counterfeit/Misrepresented Document/Other Major Incident	A	A	-	M	-	A	A	A	-	-	A	-	-	-	-	A	A	-	X	A	A	A	M
70 Tobacco Products (Possession/Use)	A	-	-	M	-	-	-	-	-	M	A	-	M*	M*	-	A	A	M*	A	A	M	A	A
71 Prescription Medication (Possession/Misuse)	A	-	-	M	-	-	-	-	-	M	-	-	M*	M*	-	-	-	-	M*	-	-	A	M
72 Intoxicants (Possession/Use)	A	-	-	M	-	-	-	-	-	M	-	-	M*	M*	-	-	-	-	M*	-	-	A	M
73 Alcohol (Possession/Use)	A	-	-	M	-	-	-	-	-	M	-	-	M*	M*	-	-	-	-	M*	-	-	A	M
74 Drug Paraphernalia (Possession/Use)	A	-	-	M	-	-	-	-	-	M	-	-	M*	M*	-	-	-	-	M*	-	-	A	M
75 Drugs/Imitation Drugs (Possession/Use)	A	-	-	M	-	-	-	-	-	M	-	-	M*	M*	-	-	-	-	M*	-	-	A	M
80 Disruption of School/Disorderly Conduct	A	-	-	M	-	-	-	-	-	-	-	-	-	-	-	-	-	X	A	A	A	A	M
81 Trespassing	A	-	-	M	-	-	-	-	-	-	-	-	-	-	-	-	-	X	A	A	A	-	M
82 False Fire Alarm/911 Call	A	-	-	M	-	-	-	-	-	-	-	-	-	-	-	-	-	-	X	A	A	A	M
83 Bomb Threat	A	-	-	M	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	M	M	M
84 Inappropriate, Lewd, or Obscene Act	A	-	-	M	-	-	-	-	-	-	-	-	-	-	-	-	-	X	A	A	A	A	M
85 Sexual Misconduct	A	-	-	M	-	-	-	-	-	-	-	-	-	-	-	-	-	X	A	A	A	A	M
86 Knife (Possession)	A	-	-	M	-	-	-	-	-	M	-	-	-	-	-	-	-	X	A	A	A	A	M
87 Other Potentially Dangerous Items (Possession)	A	-	-	M	-	-	-	-	-	M	-	-	-	-	-	-	-	X	A	A	A	A	M
89 Threat of Violence (High-Level)	A	-	-	A	-	-	-	-	-	M	-	-	-	-	-	-	-	-	-	-	M	M	M
90 Possession of a Firearm	A	-	-	A	-	-	-	-	-	M	-	-	-	-	-	-	-	-	-	-	M	M	M
91 Possession of a Handgun	A	-	-	A	-	-	-	-	-	M	-	-	-	-	-	-	-	-	-	-	M	M	M
92 Explosive Device	A	-	-	A	-	-	-	-	-	M	-	-	-	-	-	-	-	-	-	-	M	M	M

93	Drugs/Imitation/Prescription (Sale/Distribution)	A	-	-	A	-	-	-	-	-	M	-	-	-	-	-	-	-	-	M	M	M			
94	Aggravated Battery	A	-	-	A	-	-	-	-	-	-	-	-	-	-	-	-	-	-	M	M	M			
95	Armed Robbery	A	-	-	A	-	-	-	-	-	-	-	-	-	-	-	-	-	-	M	M	M			
96	Battery/Aggravated Battery on SBE	A	-	-	A	-	-	-	-	-	-	-	-	-	-	-	-	-	-	M	M	M			
97	Sexual Battery	A	-	-	A	-	-	-	-	-	-	-	-	-	-	-	-	-	-	M	M	M			
98	Kidnapping/Abduction	A	-	-	A	-	-	-	-	-	-	-	-	-	-	-	-	-	-	M	M	M			
99	Homicide	A	-	-	A	-	-	-	-	-	-	-	-	-	-	-	-	-	-	M	M	M			
-	-		PC	EC	BC	25	32	40	41	42	43	44	45	46	47	48	50	60	65	81	83	86	90	EX	RL

793 (M) Mandatory Action (X) Minimum Mandatory Action (A) Additional Actions. The Matrix provides MINIMUM Mandatory Actions
794 for each incident. More severe consequences may be imposed at the discretion of the administrator.

795
M* Drug or Alcohol Violation

1st Offense (Codes 71-75 ONLY): Students may be given an opportunity to attend a District approved alternative elementary program **in addition to the mandatory 5-day Out-of-School Suspension, and mandatory counseling materials or a parent conference.**

Repeated: REQUIRE a 10 day Out of School Suspension and Recommendation for Expulsion.

796
Tobacco Violation

1st Offense **REQUIRE a mandatory 1-day Out-of-School Suspension, and mandatory counseling materials or a parent conference.**

2nd Offense **REQUIRE a mandatory 3-day Out-of-School Suspension, and mandatory counseling materials or a parent conference.**

3rd Offense **REQUIRE a mandatory 5-day Out-of-School Suspension.**

Repeated REQUIRE a 10 day Out of School Suspension.

797
DIRECTIONS: When a student has committed an infraction, the misbehavior is to be classified according to the definition(s) that best describes the event. The minimum actions(s) that must be taken by Administrators/Disciplinarians are outlined in the Matrix of Incidents and Actions. (NOTE: If a school does not provide one of the prescribed minimum actions, then the next most appropriate action should be taken.) To identify the most appropriate action(s), locate the cells found at the intersection of the incident (rows) and the Action codes (columns). The Action codes correspond with the consequences listed in the box below. The Matrix provides MINIMUM Mandatory Actions for each incident. More severe consequences may be imposed at the discretion of the administrator.

798
PC-Prevention Consequences

~~EC~~ Early Intervention Consequences

~~BC~~ Bus Consequences

~~25~~ CORE Team Referral

~~32~~ Bus Suspension

~~40~~ School Service Work

~~41~~ Detention (Regular)

~~42~~ Detention (Extended)

~~43~~ Detention (Saturday)

~~44~~ Confiscation

~~45~~ Loss of Extra-Curricular Privileges

~~47*~~ Tobacco/Alcohol/Drug Alternative

~~48*~~ Days Held in Abeyance

~~50~~ Student Misconduct Alternative Program

~~60~~ In-School Intervention Program

~~65~~ In-School Alternative to Suspension

~~81~~ Out-of-School Suspension, 1-2 Days

~~83~~ Out-of-School Suspension, 3-5 Days

~~86~~ Out-of-School Suspension, 6-10 Days

~~90~~ Out-of-School Suspension, Mandatory 10 days

~~DI~~ Other District-Imposed Actions

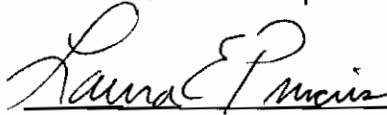
~~EX~~ Recommendation for Expulsion

~~FS~~ Felony Suspension

~~RL~~ Reported to Law Enforcement

Legal Signoff:

The Legal Department has reviewed proposed Policy 5.1812 and finds it legally sufficient for development by the Board.



Attorney

8/23/12

Date