

**School
District of
DeSoto
County**
*Dedicated to
Student Success!*

*Code of
Student
Conduct
2021-2022*



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Prepared by
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Copies of official school board rules which relate to student conduct are available on our website www.desotoschools.com.

The School Board of DeSoto County does not discriminate in educational programs/activities or employment on the basis of race, color, national origin, sex (including sexual orientation, transgender status, or gender identity), disability (including HIV, AIDS, or sickle cell trait), pregnancy, marital status, age (except as authorized by law), religion, military status, ancestry, or genetic information, which are classes protected by State and/or Federal law (collectively, "protected classes").

School Board Policy 2260, 5730

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STUDENT RIGHTS AND RESPONSIBILITIES

Students attending the DeSoto County Schools have the right to a free and appropriate education which includes the right to equal educational opportunities without regard to race, color, national origin, sex (including sexual orientation, transgender status, or gender identity), disability (including HIV, AIDS, or sickle cell trait), pregnancy, marital status, age (except as authorized by law), religion, military status, ancestry, or genetic information, which are classes protected by State and/or Federal law (collectively, "protected classes").

In addition, students have the following ***RIGHTS***:

- **To learn in a safe and orderly environment**
- **To be treated with dignity and respect**
- **To express opinions and personal points of view**
- **To peaceably assemble**
- **To be secure in their personal privacy**
- **To limit access to their student records**
- **To be informed of the rules of conduct**
- **To have reasonable and fair treatment**
- **To have the right to due process with regard to suspension and expulsion**

A student will be given both written notice of his/her suspension and the reasons, along with the opportunity to appear and respond to the charges against him/her prior to the suspension. An appeal may be addressed to the principal whose decision will be final.

A student and his/her parent or guardian must be given written notice of the intention to expel, and the reasons, with an opportunity to appear with a representative before the superintendent/designee to answer the charges.

These rights and responsibilities are not absolute and may be limited when necessary, at the discretion of the principal, to prevent the disruption of the orderly operation of the school.

Along with these rights, students have the following ***RESPONSIBILITIES***:

- **To attend school regularly**
- **To treat others with respect**
- **To treat school property and the property of others with respect**
- **To respect the privacy of others**
- **To have in their possession only those items allowed by law and/or school board rules or policies**
- **To abide by the school and district rules as set forth in the DeSoto Code of Student Conduct**
- **To listen courteously to the opinions and points of view of others**
- **To come to class with all necessary materials and be prepared to learn**

Florida Statutes 1002.20; 1006.09
School Board Policies 2260; 2260.01; 5780

ATTENDANCE REQUIREMENTS

The School Board maintains that daily school attendance is essential to the educational success of each student. Students are expected to be in school and in class on time in order to receive full benefit from the instructional programs of the School District of DeSoto County. Parents are expected to notify the school when their child is absent according to individual school guidelines.

Florida Statute 1003.24
School Board Policy 5200

Compulsory School Attendance

School attendance is required of all students who have attained the age of six (6) years or will have attained the age of six (6) years by February 1st of any school year through the age 16, unless otherwise exempt by law.

Florida Statutes 1003.21 (1)(a)(b)
School Board Policy 5112

Students Beyond Compulsory Attendance Age

All students over age 16 are required to comply with all school rules and all rules and regulations established by the school board. All notices, report cards, attendance information, and other similar information, will be sent to the parent/guardian with the understanding that the parent/guardian is fully responsible for student progress, attendance, and behavior.

Students who are 18 years old or older and who are not dependents will be treated as the sole persons responsible for their school records and other school matters.

Students between the ages of 16 and 18 must file with the school board a formal declaration of intent to terminate school enrollment in order to be exempt from compulsory school attendance requirements.

Florida Statute 1003.21

Attendance Recording

Students shall be counted in attendance when they are present and on time. Students who are on hospital/homebound instruction are counted as present.

Florida Statute 1003.23(1)

Reporting Student Absence

There must be communication between the school and home regarding each absence. On the day of the absence, contact must be made with the student's individual school (phone call or email). Written excuses shall be required of all students upon their return to school following an absence. Failure to provide a written excuse may result in an unexcused absence.

Florida Statute 1003.23(2)

Pattern of Non-attendance

If a student has had at least five (5) unexcused absences, or absences for which the reason is unknown, within a calendar month or ten (10) unexcused absences, or absences for which the reason is unknown, within a 90 calendar day period, the student's teacher shall report to the school principal or his or her designee that the student may be exhibiting a pattern of non-attendance.

The principal, or principal's designee shall, unless there is clear evidence that the absences are not a pattern of nonattendance, refer the case to the school's Attendance Committee and/or Student Success Team to determine if early patterns of truancy are developing. If the team (including but not limited to

principal or designee, school counselors, social workers, teachers, etc.) finds that a pattern of non-attendance is developing, whether the absences are excused or not, a meeting with the parent must be scheduled to identify potential remedies.

A student with fifteen (15) or more unexcused absences within ninety (90) calendar days will be considered habitually truant from school in accordance with Florida Statute 1003.01(8).

The Attendance Committee and/or Student Success Team may implement interventions, including referral to other agencies for family services or recommendation for filing a truancy petition pursuant to s. 984.151.

Note: Absences for truancy referral are cumulative and carry over from the first to the second semester.

Florida Statute 1003.01(8), 1003.26(b), 984.151(1)

Excessive Excused or Chronic Absences

Students accumulating more than five (5) chronic/excessive excused absences or absences which occur in patterns week by week during one month and ten (10) at any time during the school year may be referred to the Attendance Committee and/or Student Success Team, put on Attendance Contract and/or be required to provide documentation at the request of the principal. Failure to provide adequate documentation may result in absences being considered unexcused. *See "Required Documentation for Make-Up Work for Absences After Implementation of an Attendance Contract."*

Students may also be referred to the Attendance Committee and/or Student Success Team if:

- Five (5) unexcused absences in a calendar month (30-day period) are accumulated,
- Ten (10) unexcused absences, or absences for which the reasons are unknown within a ninety (90) calendar day period, or
- Has had more than fifteen (15) unexcused absences in a ninety (90) calendar day period.

Florida Statute 1003.27(2)(3)

Types of Absences

For purposes of gathering statistical data, all absences will be recorded in the school office as excused, unexcused, or absence due to an out-of-school suspension. However, in the classroom, no distinction in the type of absence is necessary until notification is provided from the attendance office.

- A. **Excused Absence** - An absence will be recorded as excused for the following reasons:
- Personal illness of the student [medical evidence may be required by the principal or designee for absences exceeding five (5) consecutive days].
 - Court appearance of the student.
 - Medical appointment of the student.
 - Pregnancy related issues (see also Policy 5751).
 - Approved school activity.
 - Insurmountable conditions. Insurmountable conditions are extreme weather conditions, communicable disease outbreaks, and local conditions determined by the School District which, after taking into account the material circumstances, would render impracticable a student's attendance at school. (F.A.C. 6A-1.09513)
 - Other absences with prior approval of the principal or designee.
 - Attendance at a center under Children and Families Services supervision.
 - Significant community events with prior permission of the Principal or designee.
 - Religious instruction or religious holiday.

- Death in the immediate family.
- Appointments for a therapy service provided by a licensed health care practitioner or behavior analyst certified pursuant to Florida law for the treatment of autism spectrum disorder including, but not limited to, applied behavioral analysis, speech therapy, and occupational therapy.

Absences not included in excused absences listed above shall be unexcused.

Note: School-sponsored trips, extracurricular activities, assemblies, and internal suspensions are not considered absences. Students are allowed to make up work in the same manner as an excused absence.

- B. **Unexcused Absence** - A student's absence will be recorded as unexcused for the following reasons:
- Absent from school or class without the knowledge and permission of his/her parents or guardian or school authorities.
 - Absent from school without documentation that aligns with the reasons for excused absences (refer to the "*Excused Absence*" section under "*Types of Absences*").
 - Students transferring to The School District of DeSoto County who are considered homeless, children of a military family, or are under the care of the Division of Children and Families, have a 30-day waiver of both health examination and immunization requirements. On the 31st day, these absences will be identified as unexcused.
- C. **Absence Due to Out-of-School Suspension** - Absence due to an out-of-school suspension will be recorded in a category separate from excused or unexcused.

Learnfare - Families receiving state benefits may have their benefits suspended if their child, between the ages of 6 and 18 years, has 15 or more unexcused absences. The School District of DeSoto County, as required by law, sends this information to the State of Florida Department of Education on a regular basis.

Florida Statutes 1003.23, 1003.24, 414.1251
School Board Policy 5200, 5751

Make-Up Work/Homework: Guidelines and Responsibilities

Definitions for the purposes of this document:

- **Make-up work:** Work, assignments, tests, etc., done in class that a student has missed due to absence.
- **Homework:** Work assigned for a student to complete outside of class time.
- **Long Term Assignment:** Assigned projects where the student is given seven (7) or more calendar days to complete.

While make-up work will be provided for all students as outlined below, no activities or assignments can replace the learning that occurs in the classroom when the student is present. It is the responsibility of the student/parent to request all make-up work. A student is eligible to make-up class work due to absences and/or suspensions without academic penalty when requested and completed/submitted in compliance with the guidelines below:

- Make-up work must be requested by the parent/student within two (2) school days upon the student's return to school after an absence. Make-up work for absences due to out-of-school suspension may be requested and will be made available upon request by the student/parent within twenty-four (24) hours of the suspension and will be subject to the normal homework policy.

- Two (2) days for each day of eligible absence shall be given to complete all class make-up work. Long-term projects assigned prior to the absence shall be due on the date the student returns to class. Exceptions may be made with proper documentation. Exams, tests, or quizzes shall be rescheduled at the discretion of the teacher.
- Work not made up within the specified time period will receive a grade of “F”.
- A student is permitted to make up a semester exam (or equivalent) regardless of the number of suspensions. The date for the make-up exam will be determined by the principal (or designee).

The principal or principal’s designee may extend the time for make-up work when in his/her judgment. Extenuating circumstances may justify such an extension.

Florida Statute 1003.24
School Board Policy 5200

Required Documentation for Make Up Work for Absences After Implementation of an Attendance Contract

All absences occurring after the implementation of an Attendance Contract will automatically be counted as unexcused unless they are in one of the following categories and are accompanied by documentation (see “*Pattern of Non-attendance*”). Absences due to suspensions count toward the tolerated absences. All documentation is due at the school no later than 2 days after the absence. Any hardships with obtaining documentation will be referred to the principal.

- A. Illness of student.
 - Documentation: Doctor’s note or proof of hospitalization
- B. Serious illness or death in student’s immediate family, including significant other.
 - Documentation: Doctor’s note, obituary notice, death certificate, etc.
- C. Students excluded from school for head lice or nits.
 - Documentation: Note from school nurse
- D. Doctor or dental appointments. Parents are encouraged to schedule appointments after school hours.
 - Documentation: Appointment card from the doctor or dentist
- E. Health issues as they relate to pregnant teens, teenage mothers and/or their children.
 - Documentation: Note from doctor
- F. Legal matters.
 - Documentation: Subpoenas, letter from a judge/attorney, copies of documents
- G. Religious holidays/training of the student’s specific faith or religious instruction.
- H. Students shall be excused from any examination, study, or work assignment for observance of a religious holiday or because the tenets of his/her religion forbid secular activity at such time.
 - Documentation: Proof of legitimacy of holiday
- I. Special honors and/or awards.
 - Documentation: Letter citing the invitation

Florida Statute 1003.24

Attendance and Promotion/Credit

Consistent attendance is essential to the continuity of learning. Refer to the “*Student Progression Plan*” for more information.

A. Middle School and High School

School attendance is required of all students, kindergarten through age 16. Students who have excessive excused absences, unexcused absences, tardies, or early departures will be referred to the school’s Student Success Team for appropriate interventions.

A credit (1) for high school graduation is defined as a minimum of 135 hours (or 120 hours in a flexible/block schedule) of instruction in a designated course which contains student performance standards. A student may not be awarded a credit for any course if he/she has not attended class for the minimum number of hours unless he/she has demonstrated mastery of the student performance standards for the course by earning a passing score on the subject area's End of Course Exam (Refer to the *Student Progression Plan* for more information).

All the other policies governing earning credits, semester averages, and grade promotion must be met as outlined in the School District of DeSoto County Student Progression Plan. Hardship cases should be referred to the leadership team, subject to the principal's approval.

Note: For the purposes of receiving credit, a transfer student will not have absences from the previous school counted against him/her. See the *Student Progression Plan* for further explanation of receiving credit.

B. Elementary School

School attendance is required of all students, kindergarten through age 16. Poor attendance at the elementary level could hinder the academic success of the student which may be a factor in retention/promotion. Students who have excessive excused absences, unexcused absences, tardies, or early departures will be referred to the school's Student Success Team for appropriate interventions.

Florida Statutes 1003.436; 1003.21

Attendance and Driver's License Program

Florida Statute requires each school district to report to the Department of Highway Safety and Motor Vehicles the names of all minors between 14 and 18 years of age who accumulate 15 unexcused absences in any 90-day period. Students whose names have been submitted will not be issued a driver's license or learner driver's license, and any previously issued license will be suspended.

Parents or guardians of students whose driver's licenses have been suspended, or the issuance of which has been denied because of excessive unexcused absences, may request the principal to have some or all of the absences changed to the status of excused. However, all such requests, in order to be considered, must be accompanied by proper documentation as outlined in the section "*Required Documentation for Absences After Implementation of an Attendance Contract*". In order for a driver's license to be reinstated, a student must be in attendance for at least 30 school days without any unexcused absences.

Out of School Suspensions/Driver's License Program

An out-of-school suspension is an administrative action that prohibits a student from attending school as compared to truancy. In order to avoid a double penalty, absences due to out-of-school suspensions will not be reported to the Department of Highway Safety and Motor Vehicles (DHSMV).

Florida Statute 1003.27(2)

Attendance and Suspension

Students shall not be suspended for unexcused absences, unexcused tardies, lateness or truancy.

Florida Statute 1006.09(1)(b)
School Board Policies 5200, 5500

Tardies, Leaving School Grounds Without Permission, Reassignment

Tardy - The term "tardy" means being late to school, class, or an activity, with or without permission of parents/guardians.

- Parents of tardy elementary school students are required to sign the student in at the office.

Leaving School Grounds Without Permission - Students are not permitted to leave school grounds without authorization. All related absences will be considered unexcused.

Note: Excessive tardiness, leaving school grounds without permission, and/or skipping class may be subject to disciplinary action. See the “*Discipline Matrix*” for more information.

Florida Statute 1003.26
School Board Policies 5200; 5130; 5230

AUTHORITY OF SCHOOL STAFF

Florida school laws grant principals, assistant principals, deans, teachers, bus drivers, and other school staff authority for the control and discipline of students.

Students are expected and required to follow the requests and directives of all administrators, teachers, bus drivers, school staff members, school volunteers, and chaperones when on school board-owned property and its surrounding areas or at other places including off-campus school events where they are under the supervision of school board personnel.

Florida Statutes 1003.02; 1003.31; 1003.32; 1006.09; 1006.10
School Board Policy 5630

Note: Florida Statutes 1003.32 and 1006.11 authorize a teacher to have violent and disruptive students temporarily removed from the classroom or an area of supervision. Teachers are also authorized under this rule to use reasonable force when necessary, to protect themselves, students, and other adults from violent acts.

Note: Florida Statute 1006.11(2) provides that a principal, teacher, other staff member, or bus driver shall not be civilly or criminally liable for any action carried out in conformity with school board rules regarding the control, discipline, suspension, and expulsion of students, except in the case of excessive force or cruel and unusual punishment.

BICYCLES

The school board regards the use of bicycles for travel to and from school by students as an assumption of responsibility on the part of those students and parents. Bicycles are not permitted for student travel on campus during the school day.

Students are responsible for bicycles and equipment which are lost, stolen, or damaged while on school board property.

School Board Policy 5514

BULLYING, HARASSMENT, AND HAZING PROHIBITED

The School District of DeSoto County does not tolerate bullying, harassment, or hazing in any form. Students who participate in any of these will face consequences as outlined in the “*Discipline Matrix*” found at the end of the *Code of Student Conduct*. **Any subsequent acts of bullying, harassment, or hazing will automatically hold harsher consequences.** The district expects students to conduct themselves in keeping with their levels of development, maturity, and demonstrated capabilities with proper regard for the rights and welfare of other students and school staff, the educational purpose underlying all school activities, and the care of school facilities and equipment.

Bullying occurs when a person or group of people hurts, embarrasses, or frightens another person on purpose over and over again.

Characteristics of Bullying

- Intentional
- Unprovoked
- Reoccurring
- Difference in power (either physical or psychological)

Types of Bullying

- Physical – pushing, shoving, tripping, hitting, etc.
- Verbal – racist, sexist, or bigoted remarks, teasing, threats, etc.
- Psychological/Relational – intimidation, spreading rumors, exclusion, etc.
- Cyber – electronic bullying through text messaging, instant messaging or through the use of Facebook.com, Youtube.com or the like.

Bullying is NOT

- An altercation between equals
- Good natured playful teasing among equals or peers
- An isolated incident

Definitions

“Bullying” is defined as systematically and chronically inflicting physical hurt or psychological distress on one (1) or more students or employees that is severe or pervasive enough to create an intimidating, hostile, or offensive environment; or unreasonably interfere with the individual's school performance or participation. Bullying includes instances of cyberbullying. Bullying may involve:

- Unwanted teasing or taunting;
- Threats;
- Intimidation;
- Stalking;
- Cyberstalking;
- Physical violence;
- Theft;
- Sexual, religious, or racial harassment;
- Public humiliation;
- Hazing
- Destruction of property; or
- Social exclusion.

“Cyberbullying” is defined as bullying through the use of any electronic communication which includes, but is not limited to, email, Internet communications, instant messages, and social media sites for which one or more persons have access.

“Harassment” is defined as any threatening, insulting, or dehumanizing gesture, use of data or computer software, or written, verbal, or physical conduct directed against a student or school employee that:

- Places a student or school employee in reasonable fear of harm to his/her person or damage to his/her property;
- Has the effect of substantially interfering with a student's educational performance, opportunities, or benefits, or has the effect of substantially disrupting the orderly operation of a school, including any course of conduct directed at a specific person that causes substantial emotional distress and serves no legitimate purpose.

“Bullying” and/or **“Harassment”** also encompass:

- Retaliation against a student or school employee by another student or school employee for asserting or alleging an act of bullying or harassment. (Reporting an act of bullying or harassment that is not made in good faith is considered retaliation.)
- Perpetuation of conduct listed in the definition of bullying and/or harassment by an individual or group with intent to demean, dehumanize, embarrass, or cause emotional or physical harm to a student or school employee by:
 - Incitement or coercion;
 - Accessing or knowingly and willingly causing or providing access to data or computer software through a computer, computer system, or computer network within the scope of the district school system; or
 - Acting in a manner that has an effect substantially similar to the effect of bullying and/or harassment.

“Hazing” is defined as performing any act or coercing another, including the victim, to perform any act that causes or creates a substantial risk of causing mental or physical harm. Hazing activities of any type are inconsistent with, and disruptive to, the educational process, and prohibited at any time in school facilities, on school property, and/or off school property if the misconduct is connected to activities or incidents that have occurred on school property. "Hazing" includes, but is not limited to:

- Pressuring, coercing, or forcing the student into:
 - Violating State or Federal law;
 - Consuming any food, liquor, drug, or other substance;
 - Participating in any physical activity that could adversely affect the health or safety of the student; or
 - Any brutality of a physical nature, such as whipping, beating, branding, or exposure to the elements.

Conduct that constitutes bullying, harassment, and/or hazing as defined herein, is prohibited:

- During any education program or activity conducted by the district.
- During any school-related or school-sponsored program or activity or on a school bus of the district.
- Through the use of data or computer software that is accessed through a computer, computer system, or computer network of the district.
- On or off school property if the misconduct is connected to activities or incidents that have occurred on school property (particularly in the case of hazing).

Note: Students who harass any school staff will be subject to discipline under the definition of *“Assault on a Staff Member, Volunteer, or School Resource Officer”* in the *“Discipline Matrix”*.

Reporting

Reprisals or retaliation for reporting bullying will not be tolerated and will be regarded as threats or intimidation as defined in this document. Anyone who believes he/she has been or is the victim of bullying, harassment, and/or hazing should immediately report the situation to the school’s administration. The principal or designee shall report the occurrence of an incident of bullying, harassment, and/or hazing to the parent/guardian of all students known to be involved in the incident.

What to Do

If you are being bullied, harassed, or hazed during the school day, at a school event, at an after school program, or on the bus, it is important that you report it to a school administrator who can take action.

Remember, be **SAFE**:

- Say something to an adult
- Ask for help
- Find a friend
- Exit the area

If bullying occurs after school hours, notify your school SRO or report it to your local law enforcement officer.

If you witness an act of bullying you should do the following:

- Refuse to join in
- Never fight the bully
- Get others to help you speak out against the bullying
- Distract the bully
- Report all bullying to administration

Please remember that as a witness, it is your responsibility to report any instances of bullying, harassment, or hazing against another student.

Also remember that any of these offenses may be reported to law enforcement.

Florida Statutes 110.1221; 784.048; 1000.05; 1002.20; 1006.07; 1006.13; 1006.147; 1001.43(1)(a)
School Board Policies 5516; 5517; 5517.01

CHEATING (ACADEMIC HONESTY)

The School District of DeSoto County strongly believes that academic honesty must be practiced by all its students. In accordance with the school district's mission to provide an innovative educational environment that allows and inspires success for everyone. Students are expected to act as responsible individuals, to conduct themselves with honesty and integrity both personally and academically, and to respect the rights of others.

The school board considers these standards to be essential to its academic mission. Cheating is wrong. Instances of cheating, in any form, will be considered a critical breach of character and integrity as well as a serious violation of the *Code of Student Conduct* punishable by measures outlined in the "*Discipline Matrix*". Parents shall be notified of all instances of cheating.

Violation of this portion of the *Code of Student Conduct*, as stated in the "*Discipline Matrix*" in this document, may result in the loss of eligibility for local scholarships, loss of honors, awards, and membership in extra-curricular activities. A student whose actions enable others to cheat (e.g., stealing or selling a test) will be considered to have committed a particularly serious violation of this *Code of Student Conduct*. Please refer to the "*Discipline Matrix*" at the end of this document for consequences relating to violations of academic honesty. Please see signature page at the end of the *Code of Student Conduct* for the Statement of Academic Honesty that must be signed and returned to your child's school.

School Board Policy 5500

CLOSED CAMPUS

Students are not permitted to leave school grounds during lunch unless they have permission from the principal. Students are not permitted to order food for delivery to the school unless they have specific permission from the principal.

CONDUCT STANDARD FOR PARTICIPATION IN INTERSCHOLASTIC EXTRACURRICULAR ACTIVITIES

In order for a student to be eligible to participate in athletic activities, an athlete must meet all of the requirements established by the Florida High School Athletics Association and maintain satisfactory conduct, as defined by the district *Code of Student Conduct*. Additionally, in order for a student to be eligible to participate in extra-curricular activities, the student must meet all of the requirements established by the governing regulations of the organization and maintain satisfactory conduct as defined by the district *Code of Student Conduct*.

Any student who participates in school athletics and/or select athletic extra/co-curricular activities must submit to random-drug testing. Notarized consent forms signed by the parent/guardian must be submitted prior to participation.

If a student is convicted of an on or off-campus felony or a delinquent act which would have been a felony if committed by an adult, regardless of whether adjudication is withheld, the student's participation in interscholastic extracurricular activities will be suspended for the balance of the school year.

Florida Statutes 1002.20; 1006.15; School Board Policies 2431, 2431.01, 5530

CORPORAL PUNISHMENT

The School District of DeSoto County prohibits the use of corporal punishment. Please refer to School Board Policy 5630 for additional details.

Florida Statutes 1003.02; 1003.32; 1006.09, 1006.11
School Board Policy 5630

DIRECTORY INFORMATION

Directory information is information about a student that the school board, under Family Educational Rights and Privacy Act (FERPA), is allowed to release. The district shall make available, upon request, certain information known as "directory information" without prior permission of the parent/guardian and/or the adult student.

Directory information includes a student's name, photograph, address, telephone number (if it is a listed number), date of birth, participation in officially recognized activities and sports, height and weight (if a member of an athletic team), dates of attendance, degrees and awards received, most recent educational institution attended by student, photographs, grade level, and email address.

If parents or adult students do not wish to have information released, they must indicate this to the school by providing a written statement or by signing the appropriate area on the "Parent/Guardian Consent Form" which is given to each student at the beginning of each year or at the time of registration. The

written statement or the “Parent/Guardian Consent Form” must be returned within two (2) weeks of the first day of the school year or entry into the school system.

Parents or eligible students may, by providing a written statement to the principal within two (2) weeks of the first day of the school year or entry into the school system request that all specific portions of directory information for that specific student not be released.

Directory Information shall not be provided to any organization for profit-making purposes.

Florida Statutes
F.A.C. 6A-1.0955, 6A-1.9555
20 U.S.C. Section 1232 f through 1232 i (FERPA)
20 U.S.C. 7908
Privacy Rights of Parents and Students – P.L. 90-247
School Board Policy 8330

DRESS CODE

Effective July 1, 2011, Florida Statute prohibits a student, while on the grounds of a public school during the regular school day, from wearing clothing that exposes underwear or body parts in an indecent or vulgar manner or that disrupts the orderly learning environment.

Any student who violates the dress policy is subject to specified disciplinary actions prescribed by Florida law. Please review the “*Discipline Matrix*” in this document for additional details.

Responsibility for the dress and appearance of students enrolled in any school within the School District of DeSoto County primarily rests with parents and the students themselves. Some student apparel may not be appropriate to wear to school even though that same apparel may be appropriate in other settings.

The DeSoto County School Board believes that there is a relationship between student attire and classroom behavior, attitude, and achievement. The objectives of this serious and conservative dress code are to bring more dignity to the classroom, to have fewer classroom distractions, to help achieve stronger discipline, and to help provide guidelines for appropriate attire as students’ transition from the classroom environment to the world of work or postsecondary settings.

To assist parents and students in making appropriate fashion and grooming decisions for school, the school board has established the following guidelines for appearance and dress.

A school may elect to participate in a uniform dress code which follows school board guidelines and which receives school board approval. Once a uniform dress code is approved for a school, students must follow the school’s adopted code or face consequences as outlined in the *Code of Student Conduct* and the “*Discipline Matrix*”.

It is expected that students **will** wear the following:

- Clothing and hairstyles which are not harmful, disruptive, or hazardous to health or safety;
- Appropriate undergarments at all times. Undergarments are to remain unexposed;
- Footwear which is appropriate to activities and conditions;
- Any clothing deemed appropriate by the individual school’s dress code policy.

It is also expected that students **will not** wear the following:

- Hats, caps, headgear (including hoodies) or sunglasses (except at authorized athletic practices or activities is prohibited). There may be certain exceptions for medical conditions and physical education classes held outside. The principal will determine these exceptions. [F.S. 1001.43(1)(b)];
- Apparel, emblems, insignias, badges, or symbols that display obscenities, are sexually suggestive, or which promote or advertise the use of tobacco products, alcohol, drugs, violence or other illegal activities;
- Apparel or symbols which are offensive to any specific group or which are identified with gang, secret society, or cult involvement;
- Any articles of clothing or jewelry that could likely cause injury or disruption, such as but not limited to, inappropriate tattoos, a spiked bracelet that could be used as a weapon, decorative chains and/or piercings which are designed or worn in a fashion that could easily cause injury; and
- Halters, backless or sleeveless dresses or tops, spaghetti straps, tube tops, tank tops, muscle shirts, tops with low or revealing necklines, or any other clothing which may be distracting unless covered by an appropriate outer garment which remains as part of the outfit. In addition, the midriff shall not be exposed.

Note: The principal or the principal’s designee has the final authority for interpreting whether a student’s apparel conforms to the dress code. When it is determined that a student’s clothing does not comply with the dress code, or is disruptive or inappropriate, a parent/guardian may be asked to bring an appropriate change of clothes to school, or a student may be sent home to change clothes.

Note: The principal may modify the dress code for extra-curricular school functions.

Florida Statutes 1001.43, 1006.07
School Board Policy 5511

DRUGS AND ALCOHOL

The use or sale of illicit drugs and the possession and use of alcohol is wrong, harmful, and illegal. Please see the “*Definition of Infractions*” and the “*Discipline Matrix*” for more information.

Florida Statutes 1001.43, 1006.07
School Board Policy 5530

ELECTRONIC COMMUNICATION AND LASER DEVICES

While the school board recognizes the importance of technology in our society, and the importance of integrating technology into our classrooms, the board also requires students to use technology in an appropriate and responsible way. Misuse of any electronic devices will be handled with strict enforcement.

IT IS REQUESTED THAT PARENTS ASSIST WITH THE IMPLEMENTATION OF THIS IMPORTANT POLICY.

The School District of DeSoto County is **NOT**:

- Financially responsible for electronic or wireless devices that are lost or stolen on campus.
- For any data lost while connected to our network.

The School District of DeSoto County maintains the right to disable any device connected to the network.

Electronic or Wireless Communication Devices are defined as devices which provide communication by text, word, voice or picture such as cell phones, palm pilots, iPods, iPads, tablets, electronic readers, thumb drives, game machines, laptop computers, book readers, and the like.

Student use of cellular phones or other electronic or wireless devices is strictly prohibited at any time once the school day begins unless specific permission is granted by a teacher or administrator or is specific to an IEP or 504 Plan. **Each school may develop individual usage rules.** Cellular phones or other communication devices used during the school day or on the school bus without specific permission will be confiscated.

Confiscated devices may be released at the end of the academic day that the incident occurs or before or after school in the days following. Repeated misuse may result in loss of privileges as determined by the principal or his/her designee. Each school may determine individual electronic devices rules for their campuses and classrooms.

Note: If a communication device is used in a criminal act while the student is on school property or in attendance at a school function, there is the possibility of disciplinary action by the school or criminal penalties by a court of law.

Any laser device, not authorized for use as a learning tool, is strictly prohibited on school grounds or school buses and possession of such device will result in confiscation and possible disciplinary action.

****STUDENTS BEWARE!****

Taking, sending, forwarding or receiving pictures of a sexual nature via an electronic device is against the law and could get a student into serious trouble, not only in school, but with the law as well. If a student forwards such a picture of someone (even himself/herself), that student could face pornography charges. Students must report receiving pornographic materials to the school's administration.

Florida Statute 1006.07
School Board Policy 5136, 5136.01

FACEBOOK SITES AND WEBSITES

Students are not permitted to create Facebook sites or websites that represent a school or the school district.

FALSE ACCUSATION

Any student found to have intentionally and maliciously made false accusations that jeopardize the professional reputation, employment, or professional certification of a teacher or other member of the school staff may be subject to expulsion.

Florida Statutes 790.162; 790.163; 1006.13(5)
School Board Policy 5500

GANGS AND SECRET SOCIETIES PROHIBITED

Gangs and secret societies are prohibited.

- Gangs are defined as any ongoing organization, association or group of three or more persons, whether formal or informal, having as one of its primary activities, the commission of one or more criminal acts. Gangs have an identifiable name or identifying sign or symbol, and members individually or collectively engage in a pattern of criminal activity.

- A secret society is defined as a fraternity, sorority, or other organization whose active membership is comprised in whole or in part of students enrolled in any public school. Membership in a secret society is based on the decision of its members rather than on the right of any student who is qualified by the rules of the school to be a member. This does not prevent the establishment of an organization fostered and promoted by school authorities or approved and accepted by school authorities.

Any student wearing, carrying, or displaying gang or secret society paraphernalia, or exhibiting behavior or gestures which symbolize gang or secret society membership or causing and/or participating in activities which intimidate or affect the attendance of another student, may be suspended from school and recommended for expulsion.

Florida Statute 1006.14
School Board Policy 5730

GRADUATION AND PROMOTION CEREMONIES

Completing all required courses, having the appropriate grade point average, and receiving passing scores on all required tests gives the student the right to receive a high school diploma. However, participation in graduation and promotion ceremonies and activities is a privilege, not a right that is automatically afforded to students. If, 30 school days or less before graduation, a student commits an infraction as listed in the *Code Student of Conduct* which results in five or more days of out-of-school suspension, graduation activities and participation in the graduation ceremony (commencement) may be withheld. The graduation ceremony (commencement exercises) will include only those students who have successfully completed requirements for a standard high school diploma or a certificate of completion for graduation as certified by the high school principal. A qualified student may be denied participation in the ceremony of graduation when personal conduct so warrants. It is at the principal's discretion to determine whether a student earned the privilege to participate in graduation or promotion ceremonies.

GRIEVANCE PROCEDURES **(DISCRIMINATION AND UNLAWFUL HARASSMENT)**

The student grievance procedure is solely limited to discrimination and unlawful harassment complaints. All education programs, activities, and opportunities offered by the District are available without discrimination on the basis of race, color, national origin, sex (including sexual orientation, transgender status, or gender identity), disability (including HIV, AIDS, or sickle cell trait), pregnancy, marital status, age (except as authorized by law), religion, military status, ancestry, or genetic information, which are classes protected by State and/or Federal law (collectively, "protected classes"). In addition, the School Board provides equal access to the Boy Scouts and other designated youth groups. This holds true for all students who are interested in participating in educational programs and/or extracurricular school activities.

The Compliance Officer for the School District, Director of Student Services, may be reached at the Family Service Center, 310 W. Whidden St., Arcadia, FL 34266 or by phone at (863) 993-1333.

At each school, the compliance officer for that institution is the principal. The principal may designate other persons to act in this capacity on his/her behalf as the demands of the institution dictate. Nevertheless, all written grievances may be properly directed to the principal of the institution alleged to be in violation of Title IX of the Florida Education Equity Act.

Note: The student grievance procedure does not apply to the appeal of school disciplinary actions, unless the student asserts that the disciplinary sanctions are the result of discrimination/harassment.

Reprisals or retaliation for reporting discrimination/harassment will not be tolerated and will be regarded as threats or intimidation as defined in this document.

The following steps shall be followed if a student feels that he/she has experienced discrimination/harassment at school:

- **Step 1** - A student should first take the complaint to the person(s) and/or appropriate school official involved and try to solve the problem informally. If this does not work, then s/he may go on to the next step. The student may begin the process at the third step if desired.
- **Step 2** - A formal complaint, either orally or in writing, may be filed with the Principal. This complaint should be filed within thirty (30) calendar days after the conduct occurs. All formal complaints must include the following information to the extent it is available: The identity of the individual believed to have engaged in, or be engaging in; the discriminatory/retaliatory conduct; a detailed description of the facts upon which the complaint is based; a list of potential witnesses; and the resolution sought by the complainant. If this report is made to the Principal, the Principal must report the complaint to the Compliance Officer and Superintendent within two (2) school days. The investigation must also be initiated within two (2) school days. The investigation should be concluded within fifteen (15) school days. The parent/guardian will be informed of the outcome in writing within five (5) days after the conclusion of the investigation.
- **Step 3** - If a student does not agree with the principal's decision, within seven days of receiving the decision the student's parent/guardian may send another harassment grievance, just as in Step 2, to the Compliance Officer or Superintendent. A copy of the grievance will be provided to the principal. A review of the investigation in Step Two will be reviewed and/or a new investigation will be initiated within two (2) school days. The investigation should be concluded within fifteen (15) school days. The parent/guardian will be informed of the outcome in writing within five (5) days after the conclusion of the investigation.

The Board's Compliance Officer shall maintain all such written complaints, as well as the written response/resolution to such complaints.

Florida Statute 1000.05; 34 C.F.R. 108.9.
Titles VI, VII, and IX of the Civil Rights Act 1964
Section 504 of the Education Amendments of 1972
American's with Disabilities Act, Public Law 101-336
School Board Policy 2260

LIMITED ENGLISH PROFICIENT STUDENTS

Students, whose native language is other than English, maintain the right of appropriate use of their native language without being subjected to disciplinary action.

At parent request, communications, both written and verbal from the school or district office, will be translated into the native language when appropriate and feasible.

Florida Statutes 1001.41; 1001.42
School Board Policy 2260

LOST AND/OR DAMAGED BOOKS, SUPPLIES, AND TECHNOLOGY

Parents and students are financially responsible for lost, damaged, or destroyed books, supplies, and district issued technology.

MEDICATION MISUSE

The School District of DeSoto County recognizes that a student may have an illness that does not prevent his/her attending school but which does require an FDA approved medication prescribed by a licensed medical physician. Medications, dietary supplements, vitamins, and/or treatments including inhalers should be given by parents at home, except when, in a physician's opinion, it is deemed vital that the medication be given during school hours. Medications taken during the school day must be dispensed by the school nurse or designee in the student health center.

Over-the-counter (non-prescription) medications such as aspirin or Tylenol, will be dispensed by the school nurse (or designee) with a written letter from the parent. Medications shall not be carried on a student's person in school with the exception of Epi-Pens, asthma inhalers, and pancreatic enzymes and only after a separate completed signed authorization form has been approved.

A parent must provide the letter and the medication to the school nurse in order for the school nurse to administer as such.

Furthermore, no student is allowed to provide or sell any type of medication to another student. Possession and/or use of aerosols on school property or school events are strictly prohibited. The misuse of common products with the sole purpose of imitating the effects of a licit or an illicit drug (legal or illegal) will be dealt with as a drug related offense. See the "*Definition of Infractions*" and the "*Discipline Matrix*" for more information.

Florida Statutes 1002.2; 1006.062
School Board Policies 5500, 5530, 5330

MISUSE OF COMMON PRODUCTS

The use or possession of common products known to be alternatives to illicit drugs with the sole purpose of imitating the effects of a licit or an illicit drug (legal or illegal) will be dealt with as a drug-related offense. Examples of these products are bath salts, Spice, K2, herbal incense, potpourri and other common products that are known through law enforcement to mirror the effects of a licit or illicit drug.

In addition, any misuse of over-the-counter products (such as hand sanitizer, energy drinks, etc.) will be dealt with as a drug-related offense.

Possession and/or use of aerosols on school property or at school events are strictly prohibited.

School Board Policy 5530

NETWORK AND INTERNET RULES, SAFETY AND USE AGREEMENT

The school board policies support and help protect all students as outlined under the Federal Children's Internet Protection Act. District computers, networks, and Internet connections shall be used only for

purposes related to the schools and the performance of the employee's jobs. No personal use of any kind is permitted. Access to the network is a privilege and not a right, and the privilege may be revoked at any time if a student makes inappropriate use of the network.

Student Responsibilities

1. All web pages created by students on the district's computer system will be subject to treatment as district-sponsored publications. Accordingly, the district reserves the right to exercise control over such publications.
2. Damage caused by intentional misuse of equipment will be charged to the user.
3. Users are responsible for safeguarding their own passwords.
4. Any use of the network for product advertisement, political lobbying, or non-secular promotion is prohibited.
5. Users shall not intentionally seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users or misrepresent other users on the network.
6. Malicious use of the network to write programs that harass other users or infiltrate a computer or computing system and/or damage the software components of a computer or computing system is prohibited.
7. Hate mail, harassment, discriminatory remarks, profanity, obscenity, or language which may be offensive to another are prohibited on the network.
8. Users are responsible for keeping non-approved software of any kind from entering the local area network.
9. All student Internet connections must be monitored by a teacher, technology facilitator, or administrator.
10. The DeSoto County School District will not be responsible for any damages suffered through the loss of data. The school district is also not responsible for the accuracy or quality of information obtained through the Internet.
11. Students must sign the Internet agreement which is contained on the Student/Parent Acknowledgement Form. Failure to return the signed agreement does not release the student from the responsibilities outlined for the use of technology resources.
12. E-mail is not a confidential medium. It can be reviewed by others and should be used only for legitimate educational purposes. E-mail will be monitored and there is no guarantee of privacy when using any school technology.
13. Users will not transmit confidential information concerning students or others over systems not designated for that use, and will use care to protect against negligent disclosure of such information.
14. Network accounts are to be used only by the proper authorized owner of the account.
15. All communications and information accessible via the network should be assumed to be public record.
16. Users shall maintain the integrity of the district network. The user is responsible to report all violations. The user is also responsible for making sure all e-mail/web pages sent or received by him/her do not contain pornographic material, computer viruses, or files that are potentially dangerous. The user must immediately report any suspected or potentially dangerous misuse to his/her teacher.

School Board Policies 7540, 7540.01, 7540.02, 7540.03

OFF CAMPUS FELONIES

In accordance with Section 1006.09(2), Florida Statutes, suspension proceedings may be initiated against a student who is formally charged with a felony for an incident that allegedly occurred on property other than public school property. If, in an administrative hearing, the incident is shown to have an adverse impact on the educational program, discipline, or welfare of the school, the student may be suspended

until the disposition of his or her case by the courts. As a result of such a hearing, the student may be suspended for longer than 10 days; however, such a suspension that exceeds 10 days shall not affect the delivery of educational services to the student and the student shall be immediately enrolled in a daytime or evening alternative education program where appropriate. If the court finds that the student did commit the felony, the school board shall have the authority to expel the student.

Florida Statute 1006.09
School Board Policy 5500

PLEDGE OF ALLEGIANCE

By law, the Pledge of Allegiance shall be recited in all schools every day. Students will be required to stand at attention with their right hand over their heart and recite the Pledge of Allegiance daily. Students may be excused from standing and placing their right hand over their heart upon written request by a student's parent/guardian/caregiver.

Florida Statute 1003.44
School Board Policy 5780

POSSESSION OF MEDICATIONS

Students are not permitted to have medications in their possession (prescribed and over-the-counter) with the exception of lip balm. Other exceptions are Epi-Pens, asthma inhalers and pancreatic enzymes, but only after a separate completed signed authorization form has been approved.

School Board Policies 5330; 5330.01

PROHIBITION OF DATING VIOLENCE

All students should have an educational setting that is safe, secure, and free from dating violence or abuse of any kind. Dating violence by any student is prohibited on school property, during any school-related or school-sponsored program or activity or during school-sponsored transportation

Definition: Teen dating violence is a pattern of emotional, verbal, sexual, or physical abuse used by one person in a current or past dating relationship to exert power and control over another when one or both of the partners is a teenager. Abuse may include insults, coercion, social sabotage, sexual harassment, stalking, threats and/or acts of physical or sexual abuse. The abusive partner uses this pattern of violent and coercive behavior to gain power and maintain control over the dating partner. This may also include abuse, harassment, and stalking via electronic devices such as cell phones and computers, and harassment through a third party, and may be physical, mental, or both.

Any student who is the victim of dating violence (or who witnesses it) should report it immediately to the school's administration. Reprisals or retaliation for reporting dating violence will not be tolerated and will be regarded as threats or intimidation as defined in this document.

Florida Statutes 1003.42; 1006.148
School Board Policy 5517.03

PROHIBITION OF FIREARMS

In accordance with Section 18 U.S.C.s. 921, please note the following as it pertains to the *Code of Student Conduct* for elementary and secondary schools: "Notice that any student who is determined to have brought a firearm, as defined in 18 U.S.C. s. 921, to school, any school function, or on any school-sponsored transportation will be expelled, with or without continuing educational services, from the

student's regular school for a period of no less than one (1) full year and referred for criminal prosecution."

18 U.S.C. s. 921
Florida Statutes 1006.07(2)(j)(g); 1006.07(2)(l); 1006.13
School Board Policy 5500

PROHIBITION OF SEXUAL HARASSMENT

The school board prohibits harassment of any student on the race, color, national origin, sex (including sexual orientation, transgender status, or gender identity), disability (including HIV, AIDS, or sickle cell trait), pregnancy, marital status, age (except as authorized by law), religion, military status, ancestry, or genetic information, which are classes protected by State and/or Federal law (collectively, "protected classes").

Specific Prohibition

It is sexual harassment for a student to subject another student, employee or non-employee volunteer to, or be the subject of, any unwelcome conduct of a sexual nature from another student, employee, or non-employee volunteer. Students who engage in such conduct shall be subject to disciplinary action as described in the district *Code of Student Conduct*.

Procedures

Any student who alleges sexual harassment by another student, employee, or non-employee volunteer may use the Student Grievance Procedure or may complain directly to the building principal, the Director of Student Services, or the Superintendent. See "*Grievance Procedures*" for more information.

Reprisals or retaliation for reporting sexual harassment will not be tolerated and will be regarded as threats or intimidation as defined in this document. The right to confidentiality, both of the complainant and of the accused, will be respected, consistent with the school board's legal obligations, and with the necessity to investigate allegations of misconduct and take corrective action when this conduct has occurred.

In determining whether alleged conduct constitutes sexual harassment, all of the circumstances, the nature of the conduct, and the context in which the alleged conduct occurred will be investigated.

Disciplinary Action

A substantiated charge of sexual harassment on the part of a student shall subject that student to disciplinary action, which may include suspension or expulsion, consistent with the "*Discipline Matrix*" which is located in the *Code of Student Conduct*.

Florida Statute 1006.07(2)(j)
School Board Policies 3362, 5517

PUBLIC DISPLAY OF AFFECTION

Students are expected to display appropriate and respectful interpersonal physical contact at all times. Excessive interpersonal contact or inappropriate displays of affection may result in disciplinary action.

REPORTING SUSPICIOUS ACTIVITY

Any suspicious activity seen on or near a campus by a known or unknown person should be promptly reported to the SRO or a school administrator.

SCHOOL BUS SAFETY RULES

Safety – Our First Concern

These rules have been developed to promote the safety of all students who have been granted the privilege of riding a School District of DeSoto County school bus. Failure to comply with these rules could result in the permanent loss of riding privileges and suspension and/or expulsion from the bus and/or school. Students may be video-taped while riding the bus. Viewing of any recordings are subject to school board policy.

In addition to following the *Code of Student Conduct*, there are additional bus safety rules that must be followed in order to help ensure a safe ride on the school bus.

Bus Stops

Students will conduct themselves in an appropriate, safe, and courteous manner while at the school bus stop. Parents are responsible for the safe travel of their students when the students are not under the custody and control of the school district, including during each trip to and from home and at the assigned bus stop. Parents are also responsible for ensuring their students comply with the district *Code of Student Conduct* while at school bus stops and parents must provide necessary supervision during times when the student is not on the bus.

1. Students should be at their assigned bus stops five (5) minutes prior to the scheduled arrival time of the bus.
2. Students who must cross the road before boarding or after leaving the bus must do so only in front of the bus and only after receiving a clear signal from the driver.
3. Students must stand well off the roadway while waiting for the bus. They should not attempt to enter the bus until it is completely stopped and the door opens. Students should enter in an orderly manner.

Permission to Ride an Alternate Bus

Students must get on and off the bus at their designated stops. Permission to ride an alternate bus in extreme emergency situations must be approved by the principal (temporary) or the Assistant Director of Transportation (permanent).

Students Are Expected to:

- Keep heads, arms and legs inside the bus, and to themselves;
- Remain seated except when entering or exiting the bus and face the front at all times;
- Use appropriate language;
- Speak in a quiet or normal tone of voice;
- Be silent at railroad crossings;
- Wear seat belts if provided;
- Have only articles that can be carried on the student's lap, without interfering with seating, aisles, or emergency exits, are permitted on the bus; and
- Listen quietly and with earphones when given permission to use electronic devices.

Note: Electronic devices are those which provide communication by text, word, voice or picture such as cell phones, palm pilots, iPod, iPad, thumb drives, game machines, and laptop computers.

Student Must Not:

In addition to behaviors governed by the *Code of Student Conduct*, other specific behaviors that are prohibited and that may result in a bus referral include, but are not limited to the following:

- Making excessive noise;
- Throwing objects;
- Committing vandalism;
- Showing disrespect;
- Disobeying the bus driver or aide;
- Pushing, shoving, or engaging in horseplay;
- Delaying the bus schedule;
- Sitting in any seat but the assigned one;
- Drinking or eating on the bus;
- Putting head/arms out of the window;
- Getting on/off at the wrong stop;
- Standing in the seat;
- Using inappropriate language;
- Bringing firearms, fireworks, knives, animals (dead or alive), glass containers, skateboards, rollerblades, mace, tasers, laser pens, alcohol, tobacco products, drugs, batons, bats, basketballs, balloons, large flags, large band instruments, food or drinks (except lunches), and/or any other objects that could be used to inflict bodily injury; and/or
- Fighting, engaging in rough housing, making loud noises, and/or displaying behavior that is distracting to the driver.

Safety is the FIRST consideration on the bus; therefore, use of electronic devices is permitted as long as it does not interfere with the safety of the bus as determined by the driver.

Florida Statutes 1006.07(i); 1006.10
School Board Policy 8600

SCHOOL RESOURCE OFFICERS

School Resource Officers (SROs) are employees of the DeSoto County Sheriff's Office or Arcadia Police Department who are housed at DeSoto County Schools. As sworn law enforcement officers, the SROs work with the school administration and staff to maintain a safe and lawful environment for all students and staff. Since SROs are governed by state statute, they cannot, by law, ignore any criminal acts that may come to their attention and as such are required to respond appropriately within the law.

Florida Statute 1006.12

SOCIAL MEDIA (FACEBOOK, TWITTER, ETC.) CAUTION

Students who use social media or cellular devices (twitter, Facebook Instagram, texting, etc.), after school hours, may face disciplinary consequences related to cyberbullying whether or not the communication disrupts the school day.

STUDENT CONDUCTED SURVEYS

Student conducted surveys that fall under the *Protection of Pupil Rights* Amendment MUST have approval from the superintendent before they are administered.

20 U.S.C. § Regulations: 34CFR Part 98

STUDENT RECORDS

Access to student records shall be governed by State and Federal laws and procedures. Records may be in a variety of formats including print, computer media, audio tape and video tape. Student records shall be available only to students and their parents, adult students, designated school officials and personnel, other persons as the parent or adult student authorizes in writing, a court of competent jurisdiction or to other individuals or organizations as permitted by law. The term “parents” includes legal guardians or other persons standing in loco parentis (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child).

With regard to records, if a student is eighteen (18) years of age or older, permission, consent, and rights given to the parents shall be given to the adult student only, unless the adult student is a dependent adult student as defined in federal law. The school district may, in this instance, disclose personally identifiable information from the education records to parents or guardians without the prior consent of the dependent adult student.

Florida Statute 1002.22
F.A.C. 6A-1.0955
School Board Policy 8330

SUSPENSION (OUT-OF-SCHOOL) AND EXPULSION

Suspension

Suspension is a disciplinary action that orders the temporary removal of a student from a class or all classes and/or extra-curricular activities for a prescribed period of time. The principal or the principal’s designee shall make a good faith effort to employ parental assistance or alternative consequences for misconduct prior to suspending a student, except in emergencies, disruptive conditions, or incidents involving a serious breach of conduct.

Note: Internal suspension is considered an alternative program intervention sometimes used prior to out-of-school suspension. Other alternatives to suspension may be offered to the student and parent/guardian when out-of-school suspension is issued.

Guidelines for Suspensions

Before a suspension is imposed on a student, except in emergencies, the student shall be provided oral and written notice of the following:

- The provision(s) of the *Code of Student Conduct* violated;
- The specific conduct that constituted the violation(s);
- The factual basis for the suspension;
- The rationale for the suspension; and
- A brief description of the student’s rights and of the hearing process.

Each student shall be given the opportunity to present his/her version of the incident. No student shall be suspended for unexcused tardiness, lateness, absence, or truancy.

Parent Notification

When a student is assigned an out-of-school suspension, the principal or the principal's designee shall make a good faith effort to immediately inform the student's parent or guardian by telephone of the reason(s) for the student's suspension. When telephone contact is made with the parent/guardian, a copy of the suspension papers related to the incident shall be mailed within 24 hours.

If the principal or the principal's designee is unable to contact the parent, the suspension papers related to the incident shall be sent by certified mail to the most current address of the parent/guardian on record at the school.

Students who have been suspended shall not, under any circumstances, return to any school campus or any extracurricular activity during the term of the suspension. Students returning to campus or activities during suspension will be subject to arrest for trespassing.

Homework will be made available upon request by the student/parent within twenty-four hours of the suspension and will be subject to the *Code of Student Conduct*. See "*Attendance Requirements*" for more information.

Suspension Appeal

A student along with his/her parent/guardian/caretaker may request an appeal regarding the suspension. The request for a suspension appeal must be made to the principal or designee by phone, email or in person. All requests for an appeal of a suspension should be made to the office of the principal or designee within 24 hours (excluding Saturday, Sunday and holidays) of the suspension.

During this appeal, the student may be directed by the principal or designee to remain out of school until a final decision is made regarding the appeal. If the appeal is granted, the principal or designee will make arrangements to administratively excuse the absence and assist the student with any school work missed during the appeal. The principal or designee has the authority and responsibility of final review of any such appeal.

Expulsion

Expulsion is the most severe penalty the school board may impose for a violation of the *Code of Student Conduct*. Expulsion is the removal of the right and obligation of a student to attend public school for a specified period of time. An expulsion may be imposed for a period up to, but not to exceed, the current school year, the following school year, and the intervening summer school.

The superintendent will review the incident, student records, and previous disciplinary actions and consider an alternative placement or act on the principal's recommendation for expulsion. If the principal's expulsion recommendation is reaffirmed, the superintendent shall schedule an expulsion hearing in front of the DeSoto County School Board as soon as practicable.

Suspension and Expulsion of Students with Disabilities

For the purpose of this rule, students with disabilities shall mean those students evaluated and determined eligible for participation in an Exceptional Student Education Learning program, excluding gifted students.

An Individual Education Plan (I.E.P.) manifestation meeting shall be convened before the disabled student has been suspended for ten (10) cumulative school days in any school year. If that is not possible, an I.E.P. meeting shall be held any time before the end of the 10th day of suspension. At the I.E.P.

meeting, the appropriateness of the student's placement must be reviewed and any appropriate changes should be made. The I.E.P. committee shall consider whether the student's misconduct is a manifestation of his/her disability.

If suspension from the school bus results in a student not attending school, the days shall also be considered for I.E.P. purposes as a suspension from school.

Expulsion of an identified student with a disability constitutes a change in placement, not an exclusion from educational services, and shall only occur when no relationship exists between the misconduct and the disabling condition. For this reason, the following procedures shall be followed in addition to those applying to students with disabilities:

1. Instances in which students with a disability engage in behavior that, under normal circumstances, could warrant expulsion shall be as described in the district *Code of Student Conduct*;
2. The IEP Team shall meet to determine whether the student's misconduct bears a relationship to the disability:
 - a. If the misbehavior is not due to the student's disability, the student may be disciplined in the same way as a student without a disability but the student must continue to receive educational services during the removal.
 - b. If the misbehavior is due to the student's disability and did not involve weapons, drugs, or serious bodily injury to the student or others, the school may return the student to their current placement or the school may choose to change the child's placement using the IEP team's regular change of placement procedures.
 - c. If the misbehavior is due to the student's disability and involved weapons, drugs, or serious bodily injury, the IEP team may determine an interim placement in an alternative educational setting is warranted and will refer the student to the Alternative Placement Committee.
 - d. If the misbehavior is due to the student's disability and the IEP Team or principal determines the student may be dangerous to themselves or others, school personnel will recommend an interim alternative placement to a hearing officer, the Director of Student Services, who makes the placement decision. This hearing will be conducted via an Alternative Placement Committee hearing.
3. The approved policies and procedures for conducting meetings and for providing procedural safeguards to parents and guardians of students with disabilities shall apply to the staffing and change of placement provisions consistent with SBER 6A-6.331.

The disabled student's parent or guardian shall be informed of these policies and procedures by notice in the district *Code of Student Conduct*, Notice of Procedural Safeguards for Parents of Students with Disabilities, and by informed notice for any change of placement resulting from this policy.

Florida Statutes 1003.01(3)(6)(5)(a); 1003.02(1)(c)(1); 1006.09
SBER 6A-1.0956; 6A-6.0331
School Board Policy 5610

TOBACCO PRODUCTS VIOLATION

It is prohibited for a student to possess, use, sell, store, or distribute cigarettes (including "E" or vapor cigarettes or the like), cigars, snuff, dip, pipe tobacco, chewing tobacco, tobacco-free cigarettes, or incendiary devices on school property including but not limited to school transportation. Students under the age of 21 will be referred to law enforcement.

Florida Statutes 1003.02; 386.212
School Board Policies 5500, 5512

VICTIMIZATION

In accordance with Florida Statute 1006.13(6), any person who is attending public school and who has committed certain felony violations can be prohibited by the court before, at the time of adjudication, withholding of adjudication, or pleas, from attending the same school or riding the same school bus as the victim or the victim's siblings.

Florida Statute 1006.13(6)
School Board Policy 5500

WALKER SAFETY

Students should be mindful of traffic when walking to and from school. Walkers should stay on sidewalks or paths or on the side of the street facing traffic. Students should not walk in the middle of the road.

Parents of elementary students who walk to and from school are highly encouraged to review safety tips with their children. Parents are also encouraged to have a responsible person meet and/or walk home with the student.

WARRANTLESS SEARCHES

School officials may conduct a warrantless search of a student's person, automobile, book bag, locker, or any other storage area on school board property, if such officials have reasonable suspicion that illegal, prohibited, or harmful items or substances may be concealed on the student or hidden in such places.

School officials may also use metal detectors or specially trained animals in the course of searches. In addition, where alcohol use is suspected, students may be asked to submit to an oral swab test or portable breathalyzer test. Any student who refuses to cooperate shall be subject to school disciplinary action which may include a recommendation for expulsion.

A random search of students without specific cause may be conducted on school board property, at school-sponsored activities away from school property, and at all other times when students are subject to the disciplinary control of school officials. Students, property and areas to be included in the search shall be determined on a documented, completely random basis. Stationary or hand-held metal detectors may be used to assist in a random search for firearms and weapons. Specially trained animals may be used to assist in the random detection of weapons or illegal substances. Visitors, who elect to remain in the search area following notice, may be subject to the random search process. Such random searches may only be conducted by school officials subject to the administrative guidelines promulgated by the superintendent and applicable school board policies.

Florida Statute 1006.09(9)
School Board Policies 5610.04; 5771

WEAPONS

For purposes of this policy, weapons are defined in two categories: Weapons (Other) and Weapons Possession (Zero Tolerance). Zero Tolerance Weapons will be explored in the next section entitled "*Zero Tolerance Offenses*". Weapons (Other) refers to the use/possession/transmittal of a weapon not classified as a zero tolerance weapon; however, are not permitted to be used/possessed/transmitted on district property.

The following items are classified under the Weapons (Other) category:

- Possession of a toy gun.
- Toys which resemble weapons, when used in a threatening manner.
- Knives – Possession of a blunt-bladed table knives and common pocket knives not possessed with intent to inflict harm. A common pocketknife is defined as a folding knife with a blade measuring not greater than three (3) inches.
- Chains, including any chain not being used for the purpose for which it was normally intended that is capable of harming an individual.
- Pipe - any length of metal or other hard substance not being used for the purpose for which it was normally intended.
- Razorblades of any kind or similar instruments with a sharp cutting edge.
- Ice picks and other pointed instruments not possessed with intent to inflict harm.
- Nunchakus, Chinese stars not possessed with intent to inflict harm.
- Self-defense chemical spray/pepper spray - a mace device with the capacity to hold two (2) ounces or less of the chemical.
- Ammunition (not associated with or for use with a destructive device) and any component thereof, including but not limited to bullets, shotgun shells, bullet casings, magazines, or clips.
- Slingshot - a hand-held and hand-powered device consisting of a frame with attached rubber strap/straps, used for shooting objects.
- Possession of a BB gun.

Simulation of a Firearm or Weapon

Students may be subject to disciplinary action if simulating a firearm or weapon while playing substantially disrupts student learning, causes bodily harm to another person, or places another person in reasonable fear of bodily harm. Wearing clothing that depicts a firearm, while simulating a firearm or weapon, is not grounds for discipline on its own merit, for disciplinary action. Simulating a firearm or weapon while playing includes, but is not limited to the following: Brandishing a partially consumed pastry or other food item to simulate a firearm or weapon, possessing a toy firearm or weapon that is 2 inches or less in overall length, possessing a firearm or weapon made of plastic snap-together building blocks, using a finger or hand to simulate a firearm or weapon, vocalizing an imaginary firearm or weapon, drawing a picture, or possessing an image of a firearm or weapon, using a pencil, pen, or other writing utensil to simulate a firearm or weapon.

Note: When assigning a disciplinary action, the principal or the principal's designee shall give consideration to factors such as the nature of the infraction, the student's past disciplinary record, the student's attitude, the student's age and grade level, and the severity of the problem as it exists in that particular school. Repeated violations may warrant more severe disciplinary action.

Florida Statute 1006.07
School Board Policies 5500; 5772

ZERO TOLERANCE OFFENSES

Zero tolerance for school-related violent crime is part of a comprehensive approach to reducing school-related violent crime and for ensuring environments that promote learning and a high standard of student conduct.

Students who are determined by the principal to have committed a zero tolerance offense on school property, on school-sponsored transportation, or during school-sponsored activities, shall be recommended to the superintendent for expulsion.

The following list of offenses shall be considered zero tolerance:

- **Weapons Possession:** Possession of a firearm or any instrument or object that can inflict serious harm on another person or that can place a person in reasonable fear of serious harm. Examples include: Possession of a firearm or knife with or without intent to use the weapon; Student or other wielding a knife, pocketknife, or other sharp or pointed implement as a weapon. Any student who is determined to have brought a firearm or weapon to school, to any school function, or onto any school-sponsored transportation, or to have possessed a firearm at school, will be expelled, with or without continuing educational services, from the student's regular school for a period of not less than 1 full year and referred to mental health services identified by the school district pursuant to s. 1012.584(4) and the criminal justice or juvenile justice system. Examples include: Possession of a firearm or knife and/or student or other using a knife, pocketknife, or other sharp or pointed implement to harm another.
- **Tear gas gun or chemical weapon or device:** Any weapon of such nature, except a device known as a self-defense chemical spray.
- **Destructive device:** Any bomb, grenade, mine, rocket, missile, pipebomb, or similar device containing an explosive, incendiary, or poison gas and includes any frangible container filled with an explosive, incendiary, explosive gas, or expanding gas, which is designed or so constructed as to explode by such filler and is capable of causing bodily harm or property damage. This includes:
 - Any combination of parts either designed or intended for use in converting any device into a destructive device and from which a destructive device may be readily assembled; any device declared a destructive device by the Bureau of Alcohol, Tobacco, and Firearms;
 - Any type of weapon which will, is designed to, or may readily be converted to expel a projectile by the action of any explosive and which has a barrel with a bore of one-half inch or more in diameter; and
 - Ammunition for such destructive devices, but not including shotgun shells or any other ammunition designed for use in a firearm other than a destructive device.
 - **Explosive Items/Substances:** Any chemical compound or mixture that has the property of yielding readily to combustion or oxidation upon application of heat, flame, or shock, including but not limited to dynamite, nitroglycerin, trinitrotoluene, or ammonium nitrate when combined with other ingredients to form an explosive mixture, blasting caps, and detonators; but not including: shotgun shells, cartridges, or ammunition for firearms; fireworks as defined in s. 791.01; smokeless propellant powder or small arms ammunition primers, if possessed, purchased, sold, transported, or used in compliance with s. 552.241; black powder in quantities not to exceed that authorized by chapter 552, or by any rules adopted thereunder by the Department of Financial Services, when used for, or intended to be used for, the manufacture of target and sporting ammunition or for use in muzzle-loading flint or percussion weapons.
- **Threat (destructive device) or False Report (bomb/explosive device):** Any student who is determined to have made a threat or false report, as defined by s. 790.162 and 790.163, respectively, involving school or school personnel's property, school transportation, or a school-sponsored activity will be expelled, with or without continuing educational services, from the student's regular school for a period of not less than 1 full year and referred for criminal prosecution and mental health services identified by the school district pursuant to s. 1012.584(4) for evaluation or treatment, when appropriate.

- Threat (destructive device): Threat to throw, project, place, or discharge any destructive device: It is unlawful for any person to threaten to throw, project, place, or discharge any destructive device with intent to do bodily harm to any person or with intent to do damage to any property of any person.
- False Report (bomb/explosive device): It is unlawful for any person to make a false report, with intent to deceive, mislead, or otherwise misinform any person, concerning the placing or planting of any bomb, dynamite, other deadly explosive, or weapon of mass destruction as defined in s. 790.166, or concerning the use of firearms in a violent manner against a person or persons.

The principal or the principal's designee shall notify a local law enforcement agency when a zero tolerance, violent crime has been committed. If the offense involves a victim, the victim and the victim's parents or legal guardian shall also be notified of the offense and of the victim's right to make a statement to law enforcement officials.

State Board Rule 6A-1.0404, Florida Administrative Code, provides for teachers and other school personnel to file charges against a student if a crime has been committed against a teacher or other instructional personnel on school property, on school sponsored transportation, or during school sponsored activities.

Florida Statute 1006.13
SBER 6A-1.0404
Gun-Free School Act
School Board Policies 5500; 5600

APPENDIX I

INTRODUCTION TO THE DISCIPLINE MATRIX

Students are expected to come to school prepared to learn and to participate in all learning activities. Any conduct which interferes with the orderly operation of a school and/or interferes with any student's ability to learn is considered inappropriate and may subject the student to disciplinary action.

The Discipline Matrix sets forth the guidelines for assessing consequences for violations of School Board policies. School principals, or designee, have the discretion to deviate from these guidelines by assessing an appropriate consequence other than stated in the Matrix if he/she determines in his/her sole discretion that there are mitigating or aggravating circumstances.

In conjunction with the use of the chart, on-going educational and behavioral interventions are to be used to address student conduct concerns.

Possible school level educational and behavioral interventions include, but are not limited to, the following:

- ✓ Phone Call Home
- ✓ Conference with Student
- ✓ Conference with Parent
- ✓ Time Out
- ✓ Verbal Reprimand
- ✓ Loss of Privileges
- ✓ Guidance Counselor Referral
- ✓ Student Contract (Behavioral/Attendance)
- ✓ Counseling Referral
- ✓ Assessment by School Social Worker
- ✓ Assessment by School Psychologist
- ✓ Referral to an Alternative Program
- ✓ Referral to RtI/MTSS Process
- ✓ Referral to the Student Success Team/Attendance Committee

When assigning a disciplinary action, the principal or the principal's designee shall give consideration to factors such as the nature of the infraction, the student's past disciplinary record, the student's attitude, the student's age and grade level, and the severity of the problem as it exists in that particular school. Repeated violations may warrant more severe disciplinary action.

A student or parent may appeal to the principal for reconsideration of a disciplinary action; however, the principal has the authority of final review of any such appeal.

APPENDIX II

DEFINITION OF INFRACTIONS

When a student has committed an infraction, the misbehavior is to be classified according to the definition that best describes it. The consequence to be imposed is then determined by referring to the “*Discipline Matrix*”.

- **Affray** - Two or more persons voluntarily or by agreement who engage in any fight or use any blows or violence towards each other in an angry or quarrelsome manner in any public place to the disturbance of others. (Florida Statute 870.01)
- **Aggravated Battery (SESIR)** - A battery where the attacker intentionally or knowingly causes more serious injury such as: bodily harm, permanent disability, or permanent disfigurement; uses a deadly weapon; or where the attacker knew or should have known the victim was pregnant.
- **Aggravated Battery on Staff Member, Volunteer, or Law Enforcement Officer (SESIR)** - (physical attack/harm) A battery where the attacker intentionally or knowingly causes bodily harm, permanent disability, or permanent disfigurement; uses a deadly weapon; or where the attacker knew or should have known the victim was pregnant.
- **Alcohol (possession, use, or sale) (SESIR)** - Possession, sale, purchase, or use of alcoholic beverages. Use means the person is caught in the act of using, admits to use or is discovered to have used in the course of an investigation. Alcohol incidents cannot be Drug-related.
- **Arson (SESIR)** - To intentionally damage or cause to be damaged, by fire or explosion, any dwelling, structure, or conveyance, whether occupied or not, or its contents. Fires that are not intentional, that are caused by accident, are to be reported as Arson [see “*Fire (Starting a Fire on Campus)*”].
- **Assault on Staff Member, Volunteer or School Resource Officer** - An intentional, unlawful threat by word or act to do violence to a school employee, coupled with apparent ability to do so, and which creates a well-founded fear that the violence is about to take place. Harassment and battery (simple) on a staff member, volunteer or school resource officer falls within this definition.
- **Battery, Simple** - The actual and intentional touching or striking of another person against his/her will, or intentionally causing bodily harm to an individual. The individual does not fight back. The injury caused does not require medical attention. Includes the intentionally heaving/expelling bodily fluids on a person or surface for the purposes of contamination or perceived contamination.
- **Bullying (SESIR)** - Systematically and chronically inflicting physical hurt or psychological distress on one or more students or employees that is severe or pervasive enough to create an intimidating, hostile, or offensive environment; or unreasonably interfere with the individual's school performance or participation. Bullying includes instances of cyberbullying. ***A bullying investigation must be conducted and result in bullying substantiation in order for a behavior to be classified as bullying.*** See the “*Bullying, Harassment, and Hazing Prohibited*” section for more information.
- **Burglary (SESIR)** - Unlawful entry into or remaining in a dwelling, structure, or conveyance with the intent to commit a crime therein.
- **Bus Rules/Procedures Violation** - Engaging in conduct or behavior which interferes with the orderly, safe, and timely transportation of students.
- **Cell Phone Violation** - Not following the school-based policies and procedures in regards to the use of cell phones. These policies/procedures will be outlined in the school’s student handbook.

- **Cheating, Major** - The inappropriate and deliberate distribution or use of information, notes, materials, or work of another person, used as your own, in the completion of a standardized test, benchmark, or diagnostic exam.
- **Cheating, Minor** - The inappropriate and deliberate distribution or use of information, notes, materials, or work of another person, used as your own, in the completion of an academic exam, test, or assignment.
- **Classroom Disruption, minor** - Committing any act that disrupts the learning environment of the classroom.
- **Classroom Disruption, major** - Disruptive behavior that requires SRO intervention, causes a safety issue or forces the evacuation of a classroom.
- **Destructive device (*zero tolerance*)** - Any bomb, grenade, mine, rocket, missile, pipe bomb, or similar device containing an explosive, incendiary, or poison gas and includes any frangible container filled with an explosive, incendiary, explosive gas, or expanding gas, which is designed or so constructed as to explode by such filler and is capable of causing bodily harm or property damage. This includes:
 - Any combination of parts either designed or intended for use in converting any device into a destructive device and from which a destructive device may be readily assembled; any device declared a destructive device by the Bureau of Alcohol, Tobacco, and Firearms;
 - Any type of weapon which will, is designed to, or may readily be converted to expel a projectile by the action of any explosive and which has a barrel with a bore of one-half inch or more in diameter; and
 - Ammunition for such destructive devices, but not including shotgun shells or any other ammunition designed for use in a firearm other than a destructive device.
- **Disrespect** - The use of words or acts, which demean, degrade, antagonize, or humiliate a person or group of persons.
- **Disruption on Campus (Major) (SESIR)** - (Florida Statutes 871.01; 877.13) (major disruption of all or a significant portion of campus activities, school-sponsored events, and school bus transportation) Disruptive behavior that poses a serious threat to the learning environment, health, safety, or welfare of others. Example of major disruptions include bomb threats, inciting a riot, or initiating a false fire alarm. (Do not use this code for students defying authority, disobeying or showing disrespect to others, using inappropriate language or gestures, or classroom disruption.)
- **Disruption on Campus (Minor)** - Any act that disrupts the orderly conduct of any school function or event without law enforcement intervention and/or does not qualify for Disruption on Campus (Major). This is a campus wide or event disruption, not a classroom disruption.
- **Dress Code Violation** - Failure to comply with the established dress code policy. (See “*Dress Code*” section for additional information on the dress code policy).
- **Drug Sale/Distribution (SESIR)** - The manufacture, cultivation, sale, or distribution of any drug, narcotic, controlled substance or substance represented to be a drug, narcotic, or controlled substance.
- **Drug Use/Possession (SESIR)** - The use or possession of any drug, narcotic, controlled substance, or any substance when used for chemical intoxication. Use means the person is caught in the act of using, admits to use or is discovered to have used in the course of an investigation.
- **Drug Paraphernalia Possession/Sale (SESIR)** - See definition for “*Other Major*”.
- **Explosive Items/Substances (*zero tolerance*)** - Any chemical compound or mixture that has the property of yielding readily to combustion or oxidation upon application of heat, flame, or shock, including but not limited to dynamite, nitroglycerin, trinitrotoluene, or ammonium nitrate when combined with other ingredients to form an explosive mixture, blasting caps, and detonators; but not including: shotgun shells, cartridges, or ammunition for firearms; fireworks as defined in s.

791.01; smokeless propellant powder or small arms ammunition primers, if possessed, purchased, sold, transported, or used in compliance with s. 552.241; black powder in quantities not to exceed that authorized by chapter 552, or by any rules adopted thereunder by the Department of Financial Services, when used for, or intended to be used for, the manufacture of target and sporting ammunition or for use in muzzle-loading flint or percussion weapons.

- **Extortion** - The use of threat or intimidation to obtain anything of value from another person, including, but not limited to, money.
- **Failure to Report Zero-Tolerance Weapon(s)** - Knowing of weapons or threats of violence by students and not reporting to school administration.
- **False Accusation** - An untrue statement, either oral or written, known to be untrue and communicated intentionally and maliciously and when communicated injures or jeopardized the personal or professional reputation or credibility of a teacher, administrator, or any other staff member.
- **False Report (bomb/explosive device) (zero tolerance)** - It is unlawful for any person to make a false report, with intent to deceive, mislead, or otherwise misinform any person, concerning the placing or planting of any bomb, dynamite, other deadly explosive, or weapon of mass destruction as defined in s. 790.166, or concerning the use of firearms in a violent manner against a person or persons.
- **Fighting, major altercation (SESIR)** - When two or more persons mutually participate in use of force or physical violence that requires either physical intervention or results in injury requiring first aid or medical attention. Lower-level fights, including pushing, shoving, or altercations that stop on verbal command are not classified as Fighting, major altercation (refer to “*Affray*” or “*Horseplay*” for interactions not meeting this definition.)
- **Fire (Starting a Fire on Campus)** - Starting a fire on campus or school district property without the intention of causing damage.
- **Firearm (Zero Tolerance)** - Any weapon (including a starter gun) which will, is designed to, or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer; any destructive device; or any machine gun. The term firearm does not include an antique firearm unless the antique firearm is used in the commission of a crime.
- **Gambling** - Any participation in games or activities of chance for money or items of value. If gambling is of an illegal nature, it is classified as “Other Major”. See definition.
- **Gang-Related Activity and Secret Societies** - Engaging in any verbal, written, or physical act which is associated with becoming a member of a gang, being a member of a gang, or participating in gang identified rituals or behaviors.
- **Harassment (SESIR)** - (insulting behaviors) Any threatening, insulting, or dehumanizing gesture, use of data or computer software, or written, verbal, or physical conduct that places a student or school employee in reasonable fear of harm to his or her person or damage to his or her person or damage to his or her property; has the effect of substantially interfering with a student’s educational performance, opportunities, or benefits, or has the effect of substantially disrupting the orderly operation of a school, including any course of conduct directed at a specific person that causes substantial emotional distress in such a person and serves no legitimate purpose. See the “*Bullying, Harassment, and Hazing Prohibited*” and “*Grievance Procedures (Student Discrimination and Unlawful Harassment)*” for more information.
- **Hazing (SESIR)** - Any action or situation that endangers the mental or physical health or safety of a student at a school with any of grades 6 through 12 for purposes of initiation or admission into or affiliation with any school-sanctioned organization. Hazing includes, but is not limited to: (a) pressuring, coercing, or forcing a student to participate in illegal or dangerous behavior, or (b) any brutality of a physical nature, such as whipping, beating, branding, or exposure to the

elements. See the “*Bullying, Harassment, and Hazing Prohibited*” section for more information.

- **Homicide (SESIR)** - (murder, manslaughter) The unjustified killing of one human being by another.
- **Horseplay** - Engaging in rowdy, rough behavior that interferes with the safe or purposeful order of a school.
- **Inciting Violence** - The act of one or more persons who conspire, provoke, or promote the creation of a hostile school environment that generates a disruption to the school or to an individual member of the school community.
- **Insubordination** - The deliberate refusal or failure to follow a direction or an order from a school staff member, bus driver, or any other adult in authority.
- **Kidnapping (SESIR)** - (abduction of an individual) Forcibly, or by threat, confining, abducting, or imprisoning another person against his or her will and without lawful authority.
- **Larceny/Theft of \$750 or more (SESIR)** - (taking of property from a person, building, or a vehicle) The unauthorized taking, carrying, riding away with, or concealing the property of another person, including motor vehicles, without threat, violence, or bodily harm.
- **Larceny/Theft Other (less than \$750)** - (taking of property from a person, building, or a vehicle) The unauthorized taking, carrying, riding away with, or concealing the property of another person, including motor vehicles, without threat, violence, or bodily harm.
- **Medication Misuse/Possession** - Possession of medications (prescription or over-the-counter) on school grounds.
- **Medication Sale/Distribution** - Giving or selling allowable medications such as prescription and/or over the counter medication (including Epi-Pens, asthma inhalers, ibuprofen, aspirin, and pancreatic enzymes) with or without signed authorization to other students. This includes attempt to sell.
- **Off-Campus Felony** - Formally charged felonies shown to have an adverse impact on the educational program, discipline, or welfare of the school.
- **Open Defiance** - The open or flagrant challenge of the authority of a school staff member, bus driver, or any other adult in authority.
- **Other Major (SESIR)** - (major incidents that do not fit within the other definitions) Any serious, harmful incident resulting in the need for law enforcement consultation not previously classified. This includes any drug or weapon found unattended and not linked to any individual; such incidents must be coded with the appropriate related element (such as drug-related or weapon-related) and incident involvement must be reported as unknown, Examples: Student producing or knowingly using counterfeit money, participating in gambling activities, possessing child pornography, possessing drug paraphernalia, or student does not consent to a search.
- **Physical Attack (SESIR)** - Physical attack refers to an actual and intentional striking of another person against his/her will, or the intentional causing of bodily harm to an individual. This attack does not meet the criteria of “*Aggravated Battery*” or “*Battery, Simple*”.
- **Possession of an Unauthorized Substance** - Student is in possession of a substance that is not a prescription nor is it an over-the-counter medication. This substance is not specified in any other category and possession can lead to misdemeanor or felony charges by law enforcement (example: CBD Oil, K2).
- **Profane, Obscene, or Inappropriate Language/Materials Towards Staff** - A student aggressively uses inappropriate /profane language towards a staff member, volunteer or School Resource Officer (example: You are a blank-blank-blank).
- **Profanity / Profane, Obscene, or Inappropriate Language/Materials** - The use of oral or written language, electronic messages, gestures, objects, or pictures which are considered to be offensive, subversive, or socially unacceptable. The materials are not illegal in nature.

- **Public Displays of Affection** - Engaging in intimate displays of affection that are not suitable for an educational setting (example: hugging and kissing lasting more than three seconds).
- **Refusal to complete classwork and/or participate in class** - Despite the direction and/or intervention of the teacher, a student refuses to complete classwork. The student does not cause a class disruption. Classroom referrals notating parental contact needs to be documented prior to the submission of an office referral and/or administrative intervention.
- **Robbery (SESIR)** - (using force to take something from another) The taking or attempted taking of anything of value that is owned by another person or organization, under the confrontational circumstances of force, or threat of force or violence, and/or by putting the victim in fear.
- **SESIR (School Environmental Safety Incident Report)** - A report of incidents that must be reported directly to the state.
- **Self-Defense Chemical Spray** - A device carried solely for purposes of lawful self-defense that is compact in size, designed to be carried on or about the person, and contains not more than two ounces of chemical.
- **Sexting** - Sending sexually explicit materials through mobile phones.
- **Sexual Assault (SESIR)** - An incident that includes a threatened rape, fondling, indecent liberties, or child molestation. Both male and female can be victims of sexual assault.
- **Sexual Battery (Rape) (SESIR)** - (attempted or actual) Forced or attempted oral, anal, or vaginal penetration by using a sexual organ or an object simulating a sexual organ, or the anal or vaginal penetration of another by any body part or foreign object. Both male and female can be victims of sexual battery.
- **Sexual Harassment (SESIR)** - (undesired sexual behavior) Unwanted verbal, non-verbal, or physical behavior with sexual connotations by an adult or student that is severe or pervasive enough to create an intimidating, hostile or offensive educational environment, cause discomfort or humiliation or unreasonably interfere with the individual's school performance or participation, as defined in Rule 6A-19.008, F.A.C.
- **Sexual Misconduct** - Engaging in sexual activities, including touching and fondling. This misconduct does not align with the definitions of “*Sexual Assault*”, “*Sexual Battery*”, “*Sexual Harassment*”, or “*Sexual Offenses, Other*”.
- **Sexual Offenses, Other (SESIR)** - Other sexual contact, including intercourse, without force or threat of force. Includes subjecting an individual to lewd sexual gestures, sexual activity, or exposing private body parts in a lewd manner.
- **Skipping Class / Out of Area** - Not reporting to or leaving an assigned class, activity, or area without receiving proper prior approval and/or following the established procedures for checking out of a class.
- **Skipping School or Leaving Campus Without Permission** - A student does not report to school or leaves campus without receiving proper prior approval and/or following the established procedures for checking out of school.
- **Student Conflict** - Any non-violent disagreement between or among students that does not fall under the definition of “*Bullying*” or “*Harassment*”. Includes conflict on or off campus, including conflict via technology.
- **Tardiness, Excessive** - Late arrival to school or to a class continually disrupting the school day. Three or more tardies in a quarter is considered excessive.
- **Tear Gas, Gun or Chemical Weapon or Device (zero tolerance)** - Any weapon of such nature, except a device known as a self-defense chemical spray.
- **Technology – Inappropriate Use (Legal)** - The inappropriate; however, legal use technology, including, but not limited to, navigating to unauthorized websites, uploading personal files on computer or Google Drive, damaging district technology intentionally, and using district technology for unauthorized reasons.

- **Technology – Unlawful Use** - The inappropriate use of technology, including, but not limited to, modifying or destroying files without permission, illegally copying software, viewing pornography, and entering, distributing or printing unauthorized files. Other Major should be used if student breaks into restricted accounts or networks and/or modifies or destroyed district accounts (example: hacked into the system and modified grades)
- **Threat (destructive device) (zero tolerance) (SESIR)** - It is unlawful for any person to threaten to throw, project, place, or discharge any destructive device with intent to do bodily harm to any person or with intent to do damage to any property of any person.
- **Threat/Intimidation, Major (SESIR)** - (instilling fear in others) An incident where there was no physical contact between the offender and the victim, but the victim felt that physical harm could have occurred based on verbal or nonverbal communication by the offender. This includes nonverbal threats and verbal threats of physical harm which are made in person, electronically or through other means. The following three elements must be for an incident to be classified as Threat/intimidation, major: 1) intent - an intention that the threat is heard or seen by the person who is the object of the threat; 2) fear - a reasonable fear or apprehension by the person who is the object of the threat that the threat could be carried out; and 3) capability - the ability of the offender to actually carry out the threat directly or by a weapon or other instrument that can easily be obtained. Examples include, but are not limited to: Student or other willfully and repeatedly following another or stalking with intent to cause the person to fear for his/her safety; Student or other who willfully and repeatedly uses e-mail or text messages to cause another to fear for his/her safety or cause substantial emotional distress (cyber-stalking).
- **Threat/Intimidation, Minor** - An intentional, unlawful threat by word or act to do violence to a person through verbal/non-verbal communication that does not meet the definition of *Threat/Intimidation, Major*.
- **Tobacco (SESIR)** - The possession, use, distribution, or sale of tobacco or nicotine products on school grounds, at school-sponsored events, or on school transportation by any person under the age of 21. Tobacco incidents cannot be Drug-related.
- **Trespassing (SESIR)** - To enter or remain on school grounds, school transportation, or at a school-sponsored event (on or off campus), without authorization or invitation and with no lawful purpose for entry.
- **Under the Influence of an Unknown Substance** - A student is under the influence of an unknown and/or unauthorized substance.
- **Unsubstantiated Bullying (SESIR)** - After a complete investigation and follow up of a reported bullying incident, the investigator determines that there is not enough evidence to substantiate that the incident meets the criteria of a prohibited act under the definition of bullying as listed in the Jeffrey Johnston Stand Up for all Students Act (section 1006.147, F.S.).
- **Unsubstantiated Harassment (SESIR)** - After a complete investigation and follow up of a reported harassment incident, the investigator determines that there is not enough evidence to substantiate that the incident meets the criteria of a prohibited act under definition of harassment as listed in the Jeffrey Johnston Stand Up for all Students Act (section 1006.147, F.S.).
- **Vandalism (over \$1000) (SESIR)** - (destruction, damage, or defacement of school or personal property) The intentional destruction, damage, or defacement of public or private/personal property without consent of the owner or the person having custody or control of it.
- **Vandalism (under \$1000)** - (destruction, damage, or defacement of school or personal property) The intentional destruction, damage, or defacement of public or private/personal property without consent of the owner or the person having custody or control of it.
- **Victimization** - Committing certain felonies against a student at the same school may result in the perpetrator being assigned to a new school and/or different transportations. The qualifying felonies are homicide, assault, battery, culpable negligence, kidnapping, false imprisonment,

luring or enticing a child, custody offenses, sexual battery, lewdness, indecent exposure, child abuse, robbery by sudden snatching, car-jacking, and home-invasion robbery.

- **Weapons (other)** - Use/Possession/Transmittal of a weapon not classified as a zero tolerance weapon. Weapons (other) includes:
 - Possession of a toy gun.
 - Toys which resemble weapons, when used in a threatening manner.
 - Knives – Possession of a blunt-bladed table knives and common pocket knives not possessed with intent to inflict harm. A common pocketknife is defined as a folding knife with a blade measuring not greater than three (3) inches.
 - Chains, including any chain not being used for the purpose for which it was normally intended that is capable of harming an individual.
 - Pipe - any length of metal or other hard substance not being used for the purpose for which it was normally intended.
 - Razorblades of any kind or similar instruments with a sharp cutting edge.
 - Ice picks and other pointed instruments not possessed with intent to inflict harm.
 - Nunchakus, Chinese stars not possessed with intent to inflict harm.
 - Self-defense chemical spray/pepper spray - a mace device with the capacity to hold two (2) ounces or less of the chemical.
 - Ammunition (not associated with or for use with a destructive device) and any component thereof, including but not limited to bullets, shotgun shells, bullet casings, magazines, or clips.
 - Slingshot - a hand-held and hand-powered device consisting of a frame with attached rubber strap/straps, used for shooting objects.
 - Possession of a BB gun.
- **Weapons Possession (zero tolerance) (SESIR)** – Possession of a firearm or any instrument or object as defined by Section 790.001, F.S., or district code of conduct that can inflict serious harm on another person or that can place a person in reasonable fear or serious harm. Examples include: Possession of a firearm or knife with or without intent to use the weapon; Student or other wielding a knife, pocketknife, or other sharp or pointed implement as a weapon.

APPENDIX III

**School District of DeSoto County
Discipline Matrix Consequences**

The Discipline Matrix sets forth the guidelines for assessing consequences for violations of School Board policies. School principals, or designee, have the discretion to deviate from these guidelines by assessing an appropriate consequence other than stated in the Matrix if he/she determines in his/her sole discretion that there are mitigating or aggravating circumstances.

School District of DeSoto County - 2021-2022 Discipline Matrix (Grades 6-12)

ACTS AGAINST A PERSON – GRADES 6-12			
Incident	1 st offense	2 nd offense	3 rd offense
BULLYING/HARASSMENT/HAZING – GRADES 6-12			
Bullying (SESIR) (BUL)	<ul style="list-style-type: none"> • Investigation Conducted • Counselor Referral • Threat Assessment • OSS (1-3 days) 	<ul style="list-style-type: none"> • Investigation Conducted • Social Worker Referral • Threat Assessment • OSS (1-9 days) 	<ul style="list-style-type: none"> • Investigation Conducted • Threat Assessment • SRO Consultation • OSS 10+ days until expulsion hearing • Expulsion Recommendation
Unsubstantiated Bullying (SESIR) (UBL)	<ul style="list-style-type: none"> • Investigation Conducted 	<ul style="list-style-type: none"> • Investigation Conducted 	<ul style="list-style-type: none"> • Investigation Conducted
Harassment (SESIR) (HAR)	<ul style="list-style-type: none"> • Investigation Conducted • Counselor Referral • OSS (1-3 days) 	<ul style="list-style-type: none"> • Investigation Conducted • Counselor Referral • OSS (1-9 days) 	<ul style="list-style-type: none"> • Investigation Conducted • Social Worker Referral • SRO Consultation • OSS 10+ days until expulsion hearing • Expulsion Recommendation
Unsubstantiated Harassment (SESIR) (UHR)	<ul style="list-style-type: none"> • Investigation Conducted 	<ul style="list-style-type: none"> • Investigation Conducted 	<ul style="list-style-type: none"> • Investigation Conducted
Hazing (SESIR) (HAZ)	<ul style="list-style-type: none"> • Investigation Conducted • Counselor Referral • OSS (6-9 Days) • SRO Consultation 	<ul style="list-style-type: none"> • Investigation Conducted • Counselor Referral • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 	
PHYSICAL OFFENSES – GRADES 6-12			
Affray (ZAF)	<ul style="list-style-type: none"> • Counselor Referral • Threat Assessment • OSS (3-5 days) 	<ul style="list-style-type: none"> • Social Worker Referral • Threat Assessment • OSS (6-9 days) • SRO Consultation 	<ul style="list-style-type: none"> • Threat Assessment • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation
Aggravated Battery (SESIR) (BAT)	<ul style="list-style-type: none"> • Threat Assessment • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		
Battery, simple (ZBA)	<ul style="list-style-type: none"> • Counselor Referral • Threat Assessment • OSS (1-5 days) • SRO Consultation 	<ul style="list-style-type: none"> • Social Worker Referral • Threat Assessment • OSS (6-9 days) • SRO Consultation 	<ul style="list-style-type: none"> • Threat Assessment • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation
Fighting (SESIR) (FIT)	<ul style="list-style-type: none"> • Counselor Referral • Threat Assessment • OSS (3-7 days) • SRO Consultation 	<ul style="list-style-type: none"> • Social Worker Referral • Threat Assessment • OSS (6-10 days) • SRO Consultation 	<ul style="list-style-type: none"> • Threat Assessment • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation
Horseplay (ZHP)	<ul style="list-style-type: none"> • Verbal Warning Author/Teacher • Parent/Guardian Contact ADMIN • Verbal Warning ADMIN 	<ul style="list-style-type: none"> • Counselor Referral • IR (1-3 days) • Loss of Privileges* • Detention` (2-4 days) 	<ul style="list-style-type: none"> • Social Worker Referral • OSS (1-2 days)

Physical attack (SESIR) (PHA)	<ul style="list-style-type: none"> • Counselor Referral • Threat Assessment • OSS (3-5 days) • SRO Consultation 	<ul style="list-style-type: none"> • Social Worker Referral • Threat Assessment • OSS (6-9 days) • SRO Consultation 	<ul style="list-style-type: none"> • Threat Assessment • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation
RELATED TO SCHOOL PERSONNEL – GRADES 6-12			
Aggravated battery on a staff member, volunteer, or law enforcement officer (SESIR) (BAT)	<ul style="list-style-type: none"> • Threat Assessment • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		
Assault on a staff member, volunteer, or law enforcement officer (ZAE)	<ul style="list-style-type: none"> • Threat Assessment • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		
Battery (simple) on a staff member, volunteer, or law enforcement officer (SESIR) (ZBA)	<ul style="list-style-type: none"> • Threat Assessment • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		
Profane, obscene, or inappropriate language/materials towards a staff member (ZPL)	<ul style="list-style-type: none"> • OSS (1-5 days) 	<ul style="list-style-type: none"> • OSS (3-9 days) 	<ul style="list-style-type: none"> • OSS (6-9 days) • OSS 10+ days until expulsion hearing • Parent Meeting • Guidance/Social Worker Consultation • Expulsion Recommendation
SEXUAL OFFENSES – GRADES 6-12			
Public displays of affection (ZIA)	<ul style="list-style-type: none"> • Counselor Referral • Verbal Warning Author/Teacher/Admn 	<ul style="list-style-type: none"> • Detention (lunch before/after school) • School Specific Consequence 	<ul style="list-style-type: none"> • IR/ISS (1-2 days) • Detention (split days) • Parent Contact
Sexting (ZSE)	<ul style="list-style-type: none"> • Electronic Device Confiscation • Social Worker Referral • OSS (3-9 days) • Threat Assessment • SRO Consultation 	<ul style="list-style-type: none"> • Phone Confiscation • Threat Assessment • OSS (6-10 days) • SRO Consultation 	<ul style="list-style-type: none"> • Threat Assessment • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation
Sexual assault (SESIR) (SXA)	<ul style="list-style-type: none"> • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		
Sexual battery (Rape) (SESIR) (SXB)	<ul style="list-style-type: none"> • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		

Sexual harassment (SESIR) (SXH)	<ul style="list-style-type: none"> • Social Worker Referral • Investigation • OSS (3-5 days) • SRO Consultation 	<ul style="list-style-type: none"> • Social Worker Referral • Investigation • OSS (6-9 days) • SRO Consultation 	<ul style="list-style-type: none"> • Investigation • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation
Sexual misconduct (ZSM)	<ul style="list-style-type: none"> • Counselor Referral • SRO Consultation • ISS (1-3 days) and/or loss of extracurricular activity (1-30 days) 	<ul style="list-style-type: none"> • Social Worker Referral • OSS (1-5 days) • SRO Consultation 	<ul style="list-style-type: none"> • OSS (3-10 days) • SRO Consultation
Sexual offenses, other (SESIR) (SXO)	<ul style="list-style-type: none"> • Counselor Referral • Threat Assessment • OSS (6-9 days) • SRO Consultation 	<ul style="list-style-type: none"> • Social Worker Referral • Threat Assessment • OSS (9-10 days) • SRO Consultation 	<ul style="list-style-type: none"> • Threat Assessment • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation
THREATS – GRADES 6-12			
Threat/Intimidation, Major (SESIR) (TRE)	Threat of death	<ul style="list-style-type: none"> • Threat Assessment • Investigation • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 	
	Threat of substantial bodily harm	<ul style="list-style-type: none"> • Counselor Referral • Threat Assessment • Investigation • OSS (5-7 days) • SRO Consultation 	<ul style="list-style-type: none"> • Social Worker Referral • Threat Assessment • Investigation • OSS (6-10 days) • SRO Consultation
Threat/Intimidation, Minor (ZTO)	<ul style="list-style-type: none"> • Counselor Referral • Threat Assessment • IR/ISS (1-2 days) • Investigation 	<ul style="list-style-type: none"> • Threat Assessment • OSS (1-2 days) • Investigation 	<ul style="list-style-type: none"> • Social Worker Referral • Threat Assessment • OSS (3-5 days) • Investigation
VERBAL OFFENSES – GRADES 6-12			
False accusation (ZFA)	<ul style="list-style-type: none"> • Counselor Referral • Investigation • OSS (6-9 days) 	<ul style="list-style-type: none"> • Threat Assessment • Investigation • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 	
Student conflict (ZSC)	<ul style="list-style-type: none"> • Counselor Referral • Verbal Warning (Author/Teacher/Adm) 	<ul style="list-style-type: none"> • Social Worker Referral • Detention (Class period. Lunch, Before, or After School) 	<ul style="list-style-type: none"> • IR/ISS (1-2 days) • Parent Contact • Guidance Meeting

ATTENDANCE INCIDENTS / RULE VIOLATION – GRADES 6-12

Incident	1 st offense	2 nd offense	3 rd offense
ATTENDANCE RELATED – GRADES 6-12			
Skipping class/Out of area (ZSK)	<ul style="list-style-type: none"> Detention (Lunch/Before/After School) 	<ul style="list-style-type: none"> IR (1-3 days) Loss of privileges School/Community work/Service 	<ul style="list-style-type: none"> IR (3-5 days) Class period detention (1-3 days) Parent Contact Guidance Meeting
Skipping school or leaving campus (ZSS)	<ul style="list-style-type: none"> IR (3-5 days) Class period detention (1-3 days) 	<ul style="list-style-type: none"> IR (3-5 days) Loss of privileges (1-3 days) ISS (1-2 days) 	<ul style="list-style-type: none"> IR / ISS (3-5 days) Loss of privileges (4-7 days) Parent Contact Guidance Meeting
Tardiness excessive (ZTE)	<ul style="list-style-type: none"> Verbal Warning 	<ul style="list-style-type: none"> Class period detention (1-2 days) Detention (Lunch/Before/After School) Loss of Privileges (1-3 days) 	<ul style="list-style-type: none"> IR (1-3 days) Class period detention (3-5 days) Detention (Lunch/Before/After School) Loss of Privileges (4-7 days)
CHEATING – GRADES 6-12			
Cheating (Minor) (ZCH)	<ul style="list-style-type: none"> Detention Grade Effected Consequence Warning (Author/Teacher/Adm) 	<ul style="list-style-type: none"> Detention Grade Effected Consequence Class detention (1-2 days) 	<ul style="list-style-type: none"> Detention Grade effected Consequence Class detention (1-2 days) Loss of Privileges/extracurricular activity
Cheating (Major) (ZCH)	<ul style="list-style-type: none"> OSS (3-5 days) Grade Effected Consequence /Invalidation OSS (3-5 days) 	<ul style="list-style-type: none"> OSS (6-9 days) Grade Effected Consequence /Invalidation OSS (4-7 days) Guidance Consultation 	<ul style="list-style-type: none"> OSS (6-9 days) Grade Effected Consequence /Invalidation OSS (8-10 days) Guidance Consultation Parent Meeting
OTHER RULE VIOLATIONS – GRADES 6-12			
Unserved detention (ZUN)	<ul style="list-style-type: none"> Detention Discipline Consultation 	<ul style="list-style-type: none"> IR (1-3 days) Class detention (1-2 days) 	<ul style="list-style-type: none"> IR / ISS (1-3 days) Loss of privileges School/Community work/Service
Cell phone violation (ZFP)	<ul style="list-style-type: none"> Verbal Warning ADMIN/Teacher/Author Confiscation Relinquish to Discipline 	<ul style="list-style-type: none"> Confiscation IR (1-3 days) Relinquish to Discipline Detention (Lunch/Before/After School) Loss of Phone Privileges (2-5 days) 	<ul style="list-style-type: none"> Confiscation IR (1-3 days) Phone Call Home Loss of Privileges/extracurricular activity
Three Classroom Infractions (ZTC)	<ul style="list-style-type: none"> Detention 	<ul style="list-style-type: none"> Detention (2 days) 	<ul style="list-style-type: none"> Detention (3 days)
Dress code (ZDC)	<ul style="list-style-type: none"> Verbal Warning ADMIN/Teacher/Author 	<ul style="list-style-type: none"> Detention Phone call/change Detention/ISS (1 day) 	<ul style="list-style-type: none"> IR (1-3 days) Detention (Lunch/Before/After School) ISS (1-3 days)

Insubordination/Open Defiance (ZIS)	<ul style="list-style-type: none"> • Detention • Loss of Privileges 	<ul style="list-style-type: none"> • Detention (3 days) • School/Community Work • Class detention(1-3 days) 	<ul style="list-style-type: none"> • IR / ISS (1-3 days) • Detention (4-5 days) (Lunch/Before/After School)
Disruption of IR room (ZIR)	<ul style="list-style-type: none"> • OSS (1 day) • Warning Author/Teacher/Admin • Phone Call Home 	<ul style="list-style-type: none"> • OSS (2-3 days) • Phone Call Home 	<ul style="list-style-type: none"> • OSS (3-7 days) • Guidance Meeting • Social Working Consultation • Parent Meeting
Profanity (ZPF) General not directed at anyone.	<ul style="list-style-type: none"> • Detention • Warning Author/Teacher/Admin • Phone Call Home 	<ul style="list-style-type: none"> • IR (1-2 days) • Detention (Lunch/Before/After School) • Class Detention 1-2 days 	<ul style="list-style-type: none"> • IR/ISS (1-3 days) • Parent Call
Failure to report (zero-tolerance weapons) (ZFW)	<ul style="list-style-type: none"> • OSS (6-9 days) • Investigation/ Threat Assessment • Consultation with SRO • Parent/Guardian Contact 	<ul style="list-style-type: none"> • OSS (10 days) • Investigation/ Threat Assessment • Consultation with SRO • Parent/Guardian Contact 	<ul style="list-style-type: none"> • Threat Assessment • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation
TECHNOLOGY RELATED – GRADES 6-12			
Technology – inappropriate use (ZCO)	<ul style="list-style-type: none"> • Detention • Parent/Guardia Contact • Restitution • Loss of Chrome 	<ul style="list-style-type: none"> • IR (1-2 days) • Parent/Guardian Contact • Restitution • Desk Top Use Only (1-5 days) • Class detention (1-5 days) • OSS (1-5 days) 	<ul style="list-style-type: none"> • IR (3-5 days) • Parent/Guardian Contact • Restitution • Desk Top Use Only (Monitored) • OSS (7-10 days)
Technology - unlawful use (ZCO)	<ul style="list-style-type: none"> • Restitution • Parent/Guardian Contact • Counselor Referral • Loss of Privilege • OSS (6-9 days) • SRO Consultation 	<ul style="list-style-type: none"> • Restitution • Parent/Guardian Contact • Social Worker Referral • Loss of Privilege • OSS (10 days) • SRO Consultation 	<ul style="list-style-type: none"> • Restitution • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation

BUS RULE / PROCEDURE VIOLATION – GRADES 6-12			
Incident	1 st offense	2 nd offense	3 rd offense
Level one violation: eating, drinking on bus; failure to sit as assigned by the bus driver; load talking; inappropriate remarks. (ZBU)	<ul style="list-style-type: none"> • Verbal Warning (Admin/Author) 	<ul style="list-style-type: none"> • 1-2 Days Bus suspension • Parent Contact • Seat Change 	<ul style="list-style-type: none"> • 3-10 Days Bus Suspension
Level two violation: disrupting, dis tracting, and disobeying the bus driver. Failure to utilize required safety equipment on the bus. Getting out of seat while bus is in motion. Boarding or attempting to board (also attempting to leave) a bus other than the student’s assigned route or stop. (ZBU)	<ul style="list-style-type: none"> • Verbal Warning (Admin/Author) • Parent Contact • 1-2 days bus suspension 	<ul style="list-style-type: none"> • 3-5 Off Bus • Parent Contact 	<ul style="list-style-type: none"> • 3-10 Days Bus Suspension • Parent Contact
Level three violation: Placing head, arms, legs outside of window. Opening the emergency door while the bus is in motion. Opening or exiting emergency door when the bus is stopped unless directed by the bus operator, spitting out of the bus, or throwing objects on or out of bus. (ZBU)	<ul style="list-style-type: none"> • 3-5 Days Bus Suspension • Parent Contact 	<ul style="list-style-type: none"> • 6-10 Days Bus Suspension • Parent Contact 	<ul style="list-style-type: none"> • Bus Expulsion for the remainder of the school year • Parent Meeting • Social Worker Consultation
Refer to other offense codes for bus incidents not outlined above.			

DISRUPTIVE INCIDENTS – GRADES 6-12

Incident		1 st offense	2 nd offense	3 rd offense
CLASSROOM/HALLWAY/CAFETERIA OFFENSES – GRADES 6-12				
Classroom disruption, minor (ZCE)		<ul style="list-style-type: none"> • Detention • Warning Author/Teacher/Admin • Phone Call Home 	<ul style="list-style-type: none"> • IR (1-2 days) • Detention (Lunch/Before/After School) • Class Detention 1-2 days 	<ul style="list-style-type: none"> • IR/ISS (1-3 days) • Parent Call
Classroom disruption, major (ZCD)		<ul style="list-style-type: none"> • OSS (3-5 days) • Parent Contact 	<ul style="list-style-type: none"> • OSS (6-9 days) • Parent Meeting • Behavior Contract • Social Worker Intervention 	<ul style="list-style-type: none"> • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation • Social Worker Intervention
Inciting violence (ZIV)		<ul style="list-style-type: none"> • Counselor Referral • IR (1-3 days) • SRO Consultation • Loss of Privileges/extracurricular activity 	<ul style="list-style-type: none"> • Counselor Referral • OSS (1-2 5 days) • SRO Consultation • Loss of Privileges/extracurricular activity • Behavior Contract • Parent Contact 	<ul style="list-style-type: none"> • Counselor Referral • OSS (3-5 up to 10+ days) • Loss of Privileges/extracurricular activity • Parent Meeting
Refusal to complete classwork and/or participate in class activity (ZCW)		<ul style="list-style-type: none"> • Verbal Warning ADMIN/Author/Teacher • Grade effected Consequence • Student Conference 	<ul style="list-style-type: none"> • Detention • Class detention (3-5 days) • Loss of Privileges/extracurricular activity • Detention (Lunch/Before/After School) • Grade effected Consequence 	<ul style="list-style-type: none"> • Social Worker Referral • Parent Conference or/and IR (1-2 days) • Grade effected Consequence
CAMPUS INCIDENTS – GRADES 6-12				
Disruption on campus (Minor) (ZDO)		<ul style="list-style-type: none"> • OSS (3-5 days) • SRO Consultation • Parent Contact 	<ul style="list-style-type: none"> • OSS (6-9 days) • SRO Consultation • Parent Contact 	<ul style="list-style-type: none"> • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation • Parent Meeting
Disruption on campus (Major) (DOC) (SESIR)	Does not involve bomb/destructive device	<ul style="list-style-type: none"> • OSS (10 days) • SRO Consultation • Threat Assessment • Social Worker Consultation • Restitution (if necessary) 	<ul style="list-style-type: none"> • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 	
	Involves bomb/destructive device (zero tolerance)	<ul style="list-style-type: none"> • Threat Assessment • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		

OTHER CRIMINAL INCIDENTS – GRADES 6-12

Incident	1st offense	2nd offense	3rd offense
Extortion (ZEX)	<ul style="list-style-type: none"> • Threat Assessment • Investigation • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		
Gang-related activity (ZGA)	<ul style="list-style-type: none"> • Threat Assessment • Social Worker Referral • OSS (3-5 days) • SRO Consultation 	<ul style="list-style-type: none"> • Threat Assessment • Social Worker Referral • OSS (6-9 days) • SRO Consultation 	<ul style="list-style-type: none"> • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation
Homicide (SESIR) (HOM)	<ul style="list-style-type: none"> • Threat Assessment • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		
Kidnapping (SESIR) (KID)	<ul style="list-style-type: none"> • Threat Assessment • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		
Other major incident (SESIR) (OMC)	<ul style="list-style-type: none"> • Threat Assessment • Investigation. • OSS (6-9 days) • Parent Meeting • SRO Consultation 	<ul style="list-style-type: none"> • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 	
Robbery/attempt (SESIR) (ROB)	<ul style="list-style-type: none"> • OSS+10 until expulsion hearing • Threat Assessment • Investigation • Parent Contact • Expulsion Recommendation • SRO Consultation 		
Weapons (other) (ZWO)	<ul style="list-style-type: none"> • Threat Assessment • OSS (6-9 days) • SRO Consultation • Confiscation • Investigation • Parent Contact 	<ul style="list-style-type: none"> • OSS 10 + until expulsion hearing • Expulsion Recommendation • SRO Consultation 	
Weapons possession (zero tolerance) (SESIR) (WPO)	<ul style="list-style-type: none"> • OSS 10+ days until expulsion hearing • Expulsion Mandatory • SRO Consultation • Confiscation 		

PROPERTY INCIDENTS – GRADES 6-12

Incident	1 st offense	2 nd offense	3 rd offense
THEFT/VANDALISM – GRADES 6-12			
Larceny/Theft (less than \$750) (ZTM)	<ul style="list-style-type: none"> • Confiscation • Investigation • Restitution • Parent Contact • IR/ISS (1- 5 days) • SRO Consultation 	<ul style="list-style-type: none"> • Confiscation • Investigation • Social Worker Consultation • Restitution • IR (3-5 days) • 1-2 days OSS • Parent Contact • SRO Consultation 	<ul style="list-style-type: none"> • Confiscation • Investigation • Restitution • Parent Contact • OSS (3-5 days) • SRO Consultation • Social Worker Consultation
Larceny/Theft (over \$750) (SESIR) (STL)	<ul style="list-style-type: none"> • Confiscation • Investigation • Restitution • OSS (6-9 days) • SRO Consultation 	<ul style="list-style-type: none"> • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 	
Vandalism/damage to property (less than \$1000) (ZVA)	<ul style="list-style-type: none"> • Restitution • Investigation • Parent Contact • OSS (1-2 days) • SRO Consultation 	<ul style="list-style-type: none"> • Restitution • Investigation • School/Community Service Work • Parent Contact • Behavior Contract • OSS (3-10 days) • SRO Consultation 	<ul style="list-style-type: none"> • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation
Vandalism/damage to property (over \$1000) (SESIR) (VAN)	<ul style="list-style-type: none"> • Restitution • Investigation • OSS (6-9 days) • SRO Consultation 	<ul style="list-style-type: none"> • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 	
FIRE-RELATED – GRADES 6-12			
Arson (SESIR) (ARS)	<ul style="list-style-type: none"> • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		
Fire-starting a fire on campus (ZFC)	<ul style="list-style-type: none"> • Restitution • Investigation • Parent Contact • OSS (6-9 days) • SRO Consultation 	<ul style="list-style-type: none"> • Restitution • Parent Contact • Investigation • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 	
BUILDING-RELATED – GRADES 6-12			
Burglary (SESIR) (BRK)	<ul style="list-style-type: none"> • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		
Trespassing (SESIR) (TRS)	<ul style="list-style-type: none"> • SRO Consultation • Parent/Guardian Contact 		

SUBSTANCE ABUSE / DRUG INCIDENTS – GRADES 6-12

Incident	1 st offense	2 nd offense	3 rd offense
ALCOHOL OFFENSES – GRADES 6-12			
Alcohol-possession, use, sale (SESIR) (ALC)	<ul style="list-style-type: none"> • Confiscation • Parent Contact • Medical (if necessary) • Social Worker Consultation • OSS (6-9 days) • SRO Consultation 	<ul style="list-style-type: none"> • Confiscation • Parent Contact • Medical (if necessary) • Social Worker Consultation • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 	
DRUG RELATED OFFENSES – GRADES 6-12			
Drug paraphernalia possession/sale (SESIR) (OMC)	<ul style="list-style-type: none"> • Confiscation • Parent Contact • Behavior Contract • OSS (1-9 days) • SRO Consultation 	<ul style="list-style-type: none"> • Confiscation • Parent Contact • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 	
Drug sale/distribution (SESIR) (DRD)	<ul style="list-style-type: none"> • Confiscation • Parent Contact • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		
Drug use/possession (SESIR) (DRU)	<ul style="list-style-type: none"> • Confiscation • Parent Contact • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		
NICOTINE/TOBACCO – GRADES 6-12			
Tobacco/nicotine use, sale, distribution (SESIR) (TBC)	<ul style="list-style-type: none"> • Confiscation • Parent Contact • OSS (1-2 days) • SRO Consultation 	<ul style="list-style-type: none"> • Confiscation • Parent Contact • Behavior Contract • OSS (3-5 days) • SRO Consultation 	<ul style="list-style-type: none"> • Confiscation • Parent Contact • Social Worker Consultation • OSS (6-9 days) • SRO Consultation
OVER THE COUNTER MEDICATION / UNKNOWN SUBSTANCES – GRADES 6-12			
Medication misuse/possession (ZMP)	<ul style="list-style-type: none"> • Confiscation • Parent Contact • Student Conference • IR (1-3 days) 	<ul style="list-style-type: none"> • Confiscation • Parent Contact • ISS 1-3 days • OSS (1 day) 	<ul style="list-style-type: none"> • Confiscation • Parent Contact • ISS 1-3 days • OSS (3-5 days)
Medication sale/distribution (ZMM)	<ul style="list-style-type: none"> • Confiscation • Parent Contact • ISS 1-3 days/loss of extracurricular activity 1-30 days • Time Out (1-5 days) • SRO Consultation 	<ul style="list-style-type: none"> • Confiscation • Parent Contact • ISS 4-7 days/loss of extracurricular activity/privileges 1-30 days • OSS (1-5 days) • SRO Consultation 	<ul style="list-style-type: none"> • Confiscation • Parent Contact • loss of extracurricular activity/privileges • OSS (3-9 days) • SRO Consultation

Possession of an unauthorized substance (ZSU)	<ul style="list-style-type: none"> • Confiscation • Parent Contact • Loss of extracurricular activity/privileges • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		
Under the influence of an unknown substance (ZUI)	<ul style="list-style-type: none"> • OSS (6-9 days) • Parent Contact • Loss of extracurricular activity/privileges 1-30 days • SRO Consultation 	<ul style="list-style-type: none"> • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 	

School District of DeSoto County - 2021-2022 Discipline Matrix (Grades K-5)

ACTS AGAINST A PERSON – GRADES K-5			
Incident	1 st offense	2 nd offense	3 rd offense
BULLYING/HARASSMENT/HAZING – GRADES K-5			
Bullying (SESIR) (BUL)	<ul style="list-style-type: none"> • Investigation Conducted • Counselor Referral • Threat Assessment • OSS (1-2 days) 	<ul style="list-style-type: none"> • Investigation Conducted • Counselor Referral • Threat Assessment • OSS (1-5 days) 	<ul style="list-style-type: none"> • Investigation Conducted • Social Worker Referral • Threat Assessment • OSS (1-9 days)
Unsubstantiated Bullying (SESIR) (UBL)	<ul style="list-style-type: none"> • Investigation Conducted 	<ul style="list-style-type: none"> • Investigation Conducted 	<ul style="list-style-type: none"> • Investigation Conducted
Harassment (SESIR) (HAR)	<ul style="list-style-type: none"> • Investigation Conducted • Counselor Referral • OSS (1-2 days) 	<ul style="list-style-type: none"> • Investigation Conducted • Counselor Referral • OSS (1-5 days) 	<ul style="list-style-type: none"> • Investigation Conducted • Counselor Referral • OSS (1-9 days)
Unsubstantiated Harassment (SESIR) (UHR)	<ul style="list-style-type: none"> • Investigation Conducted 	<ul style="list-style-type: none"> • Investigation Conducted 	<ul style="list-style-type: none"> • Investigation Conducted
Hazing (SESIR) (HAZ)	<ul style="list-style-type: none"> • n/a 	<ul style="list-style-type: none"> • n/a 	<ul style="list-style-type: none"> • n/a
PHYSICAL OFFENSES – GRADES K-5			
Affray (ZAF)	<ul style="list-style-type: none"> • Counselor Referral • Threat Assessment • Time Out (1-2 days) 	<ul style="list-style-type: none"> • Social Worker Referral • Threat Assessment • OSS (1-5 days) • SRO Consultation 	<ul style="list-style-type: none"> • Threat Assessment • OSS (1-9 days) • SRO Consultation
Aggravated Battery (SESIR) (BAT)	<ul style="list-style-type: none"> • Threat Assessment • OSS 10+ days until expulsion hearing • Expulsion Recommended • SRO Consultation 		
Battery, simple (ZBA)	<ul style="list-style-type: none"> • Counselor Referral • Threat Assessment • Time Out (1-2 days) • SRO Consultation 	<ul style="list-style-type: none"> • Social Worker Referral • Threat Assessment • OSS (1-9 days) • SRO Consultation 	<ul style="list-style-type: none"> • Threat Assessment • Additional Intervention • OSS (1-10 days) • SRO Consultation
Fighting (SESIR) (FIT)	<ul style="list-style-type: none"> • Counselor Referral • Threat Assessment • OSS (1-2 days) • SRO Consultation 	<ul style="list-style-type: none"> • Social Worker Referral • Threat Assessment • OSS (1-9 days) • SRO Consultation 	<ul style="list-style-type: none"> • Threat Assessment • OSS (1-10 days) • SRO Consultation
Horseplay (ZHP)	<ul style="list-style-type: none"> • Parent/Guardian Contact ADMIN • Verbal Warning ADMIN 	<ul style="list-style-type: none"> • Counselor Referral • School Consequence 	<ul style="list-style-type: none"> • Time Out (1-2 days)
Physical attack (SESIR) (PHA)	<ul style="list-style-type: none"> • Counselor Referral • Threat Assessment • OSS (1-5 days) • SRO Consultation 	<ul style="list-style-type: none"> • Social Worker Referral • Threat Assessment • OSS (1-9 days) • SRO Consultation 	<ul style="list-style-type: none"> • Threat Assessment • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation
RELATED TO SCHOOL PERSONNEL – GRADES K-5			
Aggravated battery on a staff member, volunteer, or law enforcement officer (SESIR) (BAT)	<ul style="list-style-type: none"> • Threat Assessment • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		

Assault on a staff member, volunteer, or law enforcement officer (ZAE)	<ul style="list-style-type: none"> Threat Assessment OSS (1-9 days) SRO Consultation 	<ul style="list-style-type: none"> Threat Assessment OSS 10+ days until expulsion hearing Expulsion Recommendation SRO Consultation 	
Battery (simple) on a staff member, volunteer, or law enforcement officer (SESIR) (ZBA)	<ul style="list-style-type: none"> Threat Assessment OSS 10+ days until expulsion hearing Expulsion Recommendation SRO Consultation 		
Profane, obscene, or inappropriate language/materials towards a staff member (ZPL)	<ul style="list-style-type: none"> Parent/ Guardian Contact ADMIN Verbal Warning ADMIN 	<ul style="list-style-type: none"> Counselor Referral Time Out (1-2 days) 	<ul style="list-style-type: none"> OSS (1-2 days)
SEXUAL OFFENSES – GRADES K-5			
Public displays of affection (ZIA)	<ul style="list-style-type: none"> Counselor Referral Verbal Warning 	<ul style="list-style-type: none"> Counselor Referral School Consequence 	<ul style="list-style-type: none"> Time Out (1-2 days)
Sexting (ZSE)	<ul style="list-style-type: none"> Phone Confiscation Social Worker Referral OSS (1-5 days) SRO Consultation 	<ul style="list-style-type: none"> Phone Confiscation Threat Assessment OSS (1-10 days) SRO Consultation 	<ul style="list-style-type: none"> Threat Assessment OSS 10+ days until expulsion hearing Expulsion Recommendation SRO Consultation
Sexual assault (SESIR) (SXA)	<ul style="list-style-type: none"> Social Worker Referral Threat Assessment OSS (1-9 days) SRO Consultation 	<ul style="list-style-type: none"> Threat Assessment OSS 10+ days until expulsion hearing Expulsion Recommendation SRO Consultation 	
Sexual battery (Rape) (SESIR) (SXB)	<ul style="list-style-type: none"> Threat Assessment OSS 10+ days until expulsion hearing Expulsion Recommendation SRO Consultation 		
Sexual harassment (SESIR) (SXH)	<ul style="list-style-type: none"> Counselor Referral OSS (1-2 days) SRO Consultation 	<ul style="list-style-type: none"> Social Worker Referral OSS (1-9 days) SRO Consultation 	<ul style="list-style-type: none"> OSS 10+ days until expulsion hearing Expulsion Recommendation SRO Consultation
Sexual misconduct (ZSM)	<ul style="list-style-type: none"> Counselor Referral TIME OUT (1-2 days) SRO Consultation 	<ul style="list-style-type: none"> Social Worker Referral OSS (1-2 days) SRO Consultation 	<ul style="list-style-type: none"> OSS (1-5 days) SRO Consultation
Sexual offenses, other (SESIR) (S XO)	<ul style="list-style-type: none"> Counselor Referral Threat Assessment OSS (1-5 days) SRO Consultation 	<ul style="list-style-type: none"> Social Worker Referral Threat Assessment OSS (1-10 days) SRO Consultation 	<ul style="list-style-type: none"> Threat Assessment OSS 10+ days until expulsion hearing Expulsion Recommendation
THREATS – GRADES K-5			
Threat/ Intimidation, Major (SESIR) (TRE)	Threat of death	<ul style="list-style-type: none"> Threat Assessment OSS 10+ days until expulsion hearing Expulsion Recommendation SRO Consultation 	

Threat/Intimidation, Major (SESIR) (TRE)	Threat of substantial bodily harm	<ul style="list-style-type: none"> • Counselor Referral • Threat Assessment • OSS (1-5 days) • SRO Consultation 	<ul style="list-style-type: none"> • Social Worker Referral • Threat Assessment • OSS (1-10 days) • SRO Consultation 	<ul style="list-style-type: none"> • Threat Assessment • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation
Threat/Intimidation, Minor (ZTO)	<ul style="list-style-type: none"> • Counselor Referral • Threat Assessment • Time Out (1-2 days) 	<ul style="list-style-type: none"> • Counselor Referral • Threat Assessment • Time Out (1-2 days) 	<ul style="list-style-type: none"> • Counselor Referral • Threat Assessment • Time Out (1-2 days) 	<ul style="list-style-type: none"> • Counselor Referral • Threat Assessment • Time Out (1-2 days)
VERBAL OFFENSES – GRADES K-5				
False accusation (ZFA)	<ul style="list-style-type: none"> • Counselor Referral • Time Out (1-2 days) 	<ul style="list-style-type: none"> • Social Worker Referral • OSS (1-5 days) 	<ul style="list-style-type: none"> • OSS (1-9 days) • SRO Consultation 	
Student conflict (ZSC)	<ul style="list-style-type: none"> • Counselor Referral 	<ul style="list-style-type: none"> • Social Worker Referral • Time Out (1-2 days) 	<ul style="list-style-type: none"> • OSS (1-2 days) 	

ATTENDANCE INCIDENTS / RULE VIOLATION – GRADES K-5

Incident	1 st offense	2 nd offense	3 rd offense
ATTENDANCE RELATED – GRADES K-5			
Skipping class/Out of area (ZSK)	<ul style="list-style-type: none"> • Verbal Warning ADMIN 	<ul style="list-style-type: none"> • School Specific Consequence • Counselor Referral 	<ul style="list-style-type: none"> • Time Out (1-2 days)
Skipping school or leaving campus (ZSS)	<ul style="list-style-type: none"> • Counselor Referral • School Specific Consequence 	<ul style="list-style-type: none"> • Social Worker Referral • Time Out (1-2 days) 	<ul style="list-style-type: none"> • OSS (1-2 days)
Tardiness excessive (ZTE)	<ul style="list-style-type: none"> • Verbal Warning 	<ul style="list-style-type: none"> • Additional Intervention • Counselor Referral 	<ul style="list-style-type: none"> • Additional Intervention • Social Worker Referral
CHEATING – GRADES K-5			
Cheating (Minor) (ZCH)	<ul style="list-style-type: none"> • Verbal Warning • Grade Effectuated 	<ul style="list-style-type: none"> • Counselor Referral • Student Conference • Grade Effectuated 	<ul style="list-style-type: none"> • Student Conference • Grade Effectuated • Time Out (1-2 days)
Cheating (Major) (ZCH)	<ul style="list-style-type: none"> • Counselor Referral • Grade Effectuated • Time Out (1-2 days) 	<ul style="list-style-type: none"> • Grade Effectuated • OSS (1-2 days) 	<ul style="list-style-type: none"> • Grade Effectuated • OSS (1-5 days)
OTHER RULE VIOLATIONS – GRADES K-5			
Unserviced detention (ZUN)	<ul style="list-style-type: none"> • Verbal Warning 	<ul style="list-style-type: none"> • Counselor Referral • School Service Work 	<ul style="list-style-type: none"> • Time Out (1-2 days)
Cell phone violation (ZFP)	<ul style="list-style-type: none"> • Verbal Warning ADMIN • Confiscation 	<ul style="list-style-type: none"> • Confiscation • Counselor Referral • School Specific Consequence 	<ul style="list-style-type: none"> • Confiscation • School Specific Consequence
Three Classroom Infractions (ZTC)	<ul style="list-style-type: none"> • Time Out • Additional Intervention 	<ul style="list-style-type: none"> • Time Out (1-2 days) • Additional Intervention • SRO Consultation 	<ul style="list-style-type: none"> • Verbal Warning ADMIN • Time Out (1-3 days) • School Specific Consequence
Dress code (ZDC)	<ul style="list-style-type: none"> • Verbal Warning ADMIN 	<ul style="list-style-type: none"> • Loss of Extracurricular Activities (1-5 days) • Time Out (1-2 days) 	<ul style="list-style-type: none"> • Loss of Extracurricular Activities (1-5 days) • Time Out (1-3 days)
Insubordination/Open Defiance (ZIS)	<ul style="list-style-type: none"> • Time Out • Additional Intervention 	<ul style="list-style-type: none"> • Time Out (1-2 days) • Additional Intervention • SRO Consultation 	<ul style="list-style-type: none"> • Verbal Warning ADMIN • Time Out (1-3 days) • School Specific Consequence
Disruption of IR room (ZIR)	<ul style="list-style-type: none"> • Time Out (1-2 days) • Additional Intervention • SRO Consultation 	<ul style="list-style-type: none"> • OSS (1-2 days) • SRO Consultation 	<ul style="list-style-type: none"> • OSS (1-5 days) • SRO Consultation

Profanity (ZPF) General not directed at anyone.	<ul style="list-style-type: none"> Time Out Additional Intervention 	<ul style="list-style-type: none"> Time Out (1-2 days) Additional Intervention SRO Consultation 	<ul style="list-style-type: none"> Verbal Warning ADMIN Time Out (1-3 days) School Specific Consequence
Failure to report (zero-tolerance weapons) (ZFW)	<ul style="list-style-type: none"> Threat Assessment OSS (1-2 days) SRO Consultation 	<ul style="list-style-type: none"> Threat Assessment Social Worker Referral OSS (1-9 days) SRO Consultation 	<ul style="list-style-type: none"> Threat Assessment OSS 10+ days until expulsion hearing Expulsion Recommendation SRO Consultation
TECHNOLOGY RELATED – GRADES K-5			
Technology – inappropriate use (ZCO)	<ul style="list-style-type: none"> Verbal Warning ADMIN 	<ul style="list-style-type: none"> Verbal Warning ADMIN 	<ul style="list-style-type: none"> Verbal Warning ADMIN Loss of Privilege
Technology - unlawful use (ZCO)	<ul style="list-style-type: none"> Restitution Counselor Referral Loss of Privilege OSS (1-5 days) SRO Consultation 	<ul style="list-style-type: none"> Restitution Social Worker Referral Loss of Privilege OSS (1-9 days) SRO Consultation 	<ul style="list-style-type: none"> Restitution Loss of Privilege OSS (1-10 days) SRO Consultation

BUS RULE / PROCEDURE VIOLATION – GRADES K-5			
Incident	1 st offense	2 nd offense	3 rd offense
Level one violation: eating, drinking on bus; failure to sit as assigned by the bus driver; load talking; inappropriate remarks. (ZBU)	<ul style="list-style-type: none"> Bus- verbal or written reprimand 	<ul style="list-style-type: none"> Verbal Warning 	<ul style="list-style-type: none"> Counselor Referral Bus Suspension (1-5 days)
Level two violation: disrupting, distracting, and disobeying the bus driver. Failure to utilize required safety equipment on the bus. Getting out of seat while bus is in motion. Boarding or attempting to board (also attempting to leave) a bus other than the student's assigned route or stop. (ZBU)	<ul style="list-style-type: none"> Bus- verbal or written reprimand 	<ul style="list-style-type: none"> Counselor Referral Bus Suspension (1-2 days) 	<ul style="list-style-type: none"> Social Worker Referral Bus Suspension (1-10 days)
Level three violation: Placing head, arms, legs outside of window. Opening the emergency door while the bus is in motion. Opening or exiting emergency door when the bus is stopped unless directed by the bus operator, spitting out of the bus, or throwing objects on or out of bus. (ZBU)	<ul style="list-style-type: none"> Counselor Referral Bus Suspension (1-5 days) 	<ul style="list-style-type: none"> Social Worker Referral Bus Suspension (1-10 days) 	<ul style="list-style-type: none"> Bus Suspension (1-10 days)
<i>Refer to other offense codes for bus incidents not outlined above.</i>			

DISRUPTIVE INCIDENTS – GRADES K - 5			
Incident	1 st offense	2 nd offense	3 rd offense
CLASSROOM/HALLWAY/CAFETERIA OFFENSES – GRADES K-5			
Classroom disruption, minor (ZCE) (includes insubordination; open defiance; and profane, obscene, or inappropriate language/materials)	<ul style="list-style-type: none"> Time Out Additional Intervention 	<ul style="list-style-type: none"> Time Out (1-2 days) Additional Intervention SRO Consultation 	<ul style="list-style-type: none"> Verbal Warning ADMIN Time Out (1-3 days) School Specific Consequence
Classroom disruption, major (ZCD)	<ul style="list-style-type: none"> Time Out Additional Intervention 	<ul style="list-style-type: none"> Time Out (1-2 days) 	<ul style="list-style-type: none"> OSS 1-5 days OSS (1-2 days) Additional Intervention

Inciting violence (ZIV)	<ul style="list-style-type: none"> • Counselor Referral • Verbal Warning ADMIN • School Specific Consequence • SRO Consultation 	<ul style="list-style-type: none"> • Student Conference • Time Out(1-2 days) • SRO Consultation 	<ul style="list-style-type: none"> • OSS (1-2 days) • Additional Intervention 	
Refusal to complete classwork and/or participate in class activity (ZCW)	<ul style="list-style-type: none"> • Verbal Warning ADMIN 	<ul style="list-style-type: none"> • Counselor Referral • Loss of privilege • Grade Effectuated 	<ul style="list-style-type: none"> • Social Worker Referral • Time Out(1-2 days) • Grade Effectuated 	
CAMPUS INCIDENTS – GRADES K-5				
Disruption on campus (Minor) (ZDO)	<ul style="list-style-type: none"> • Time Out • Additional Intervention • SRO Consultation 	<ul style="list-style-type: none"> • Time Out (1-2 days) • Additional Intervention • SRO Consultation 	<ul style="list-style-type: none"> • Counselor Referral • OSS 1-5 days • SRO Consultation 	
Disruption on campus (Major) (DOC) (SESIR)	Does not involve bomb/destructive device	<ul style="list-style-type: none"> • Threat Assessment • Restitution • OSS (1-5 days) • SRO Consultation 	<ul style="list-style-type: none"> • Threat Assessment • Restitution • OSS 5 days • SRO Consultation 	<ul style="list-style-type: none"> • Threat Assessment • Restitution • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation
	Involves bomb/destructive device (zero tolerance)	<ul style="list-style-type: none"> • Threat Assessment • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		

OTHER CRIMINAL INCIDENTS – GRADES K-5

Incident	1 st offense	2 nd offense	3 rd offense
Extortion (ZEX)	<ul style="list-style-type: none"> • Threat Assessment • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		
Gang-related activity (ZGA)	<ul style="list-style-type: none"> • Threat Assessment • OSS (1-2 days) • SRO Consultation 	<ul style="list-style-type: none"> • Threat Assessment • Social Worker Referral • OSS (1-5 days) • SRO Consultation 	<ul style="list-style-type: none"> • Threat Assessment • OSS (1-10 days) • SRO Consultation
Homicide (SESIR) (HOM)	<ul style="list-style-type: none"> • Threat Assessment • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		
Kidnapping (SESIR) (KID)	<ul style="list-style-type: none"> • Threat Assessment • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		
Other major incident (SESIR) (OMC)	<ul style="list-style-type: none"> • Threat Assessment • OSS (1-5 days) • SRO Consultation 	<ul style="list-style-type: none"> • Threat Assessment • OSS (1-9 days) • SRO Consultation 	<ul style="list-style-type: none"> • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation

Robbery/attempt (SESIR) (ROB)	OSS 10+ days until expulsion hearing Expulsion Recommendation SRO Consultation		
Weapons (other) (ZWO)	<ul style="list-style-type: none"> Threat Assessment OSS (1-2 days) SRO Consultation 	<ul style="list-style-type: none"> Threat Assessment OSS (1-5 days) SRO Consultation 	<ul style="list-style-type: none"> Threat Assessment OSS 10+ days until expulsion hearing Expulsion Recommendation SRO Consultation
Weapons possession (zero tolerance) (SESIR) (WPO)	OSS 10+ days until expulsion hearing Expulsion Mandatory SRO Consultation		

PROPERTY INCIDENTS – GRADES K-5			
Incident	1st offense	2nd offense	3rd offense
THEFT/VANDALISM – GRADES K-5			
Larceny/Theft (less than \$750) (ZTM)	<ul style="list-style-type: none"> Confiscation Restitution School Specific Consequence SRO Consultation 	<ul style="list-style-type: none"> Confiscation Restitution Time Out (1-2 days) SRO Consultation 	<ul style="list-style-type: none"> Confiscation Restitution OSS (1-10 days) SRO Consultation
Larceny/Theft (over \$750) (SESIR) (STL)	<ul style="list-style-type: none"> Confiscation Restitution OSS (1-5 days) SRO Consultation 	<ul style="list-style-type: none"> Confiscation Restitution OSS (1-9 days) SRO Consultation 	<ul style="list-style-type: none"> Confiscation Restitution OSS 10+ days until expulsion hearing Expulsion Recommended SRO Consultation
Vandalism/damage to property (less than \$1000) (ZVA)	<ul style="list-style-type: none"> Restitution OSS (1-2 days) SRO Consultation 	<ul style="list-style-type: none"> Restitution OSS (1-9 days) SRO Consultation 	<ul style="list-style-type: none"> Restitution OSS 10+ days until expulsion hearing Expulsion Recommendation SRO Consultation
Vandalism/damage to property (over \$1000) (SESIR) (VAN)	<ul style="list-style-type: none"> Restitution OSS (1-5 days) SRO Consultation 	<ul style="list-style-type: none"> Restitution OSS (1-9 days) SRO Consultation 	<ul style="list-style-type: none"> Restitution OSS 10+ days until expulsion hearing Expulsion Recommendation SRO Consultation
FIRE-RELATED – GRADES K-5			
Arson (SESIR) (ARS)	<ul style="list-style-type: none"> Threat Assessment Restitution OSS (1-9 days) SRO Consultation 	<ul style="list-style-type: none"> Threat Assessment Restitution OSS 10+ days until expulsion hearing Expulsion Recommendation SRO Consultation 	
Fire-starting a fire on campus (ZFC)	<ul style="list-style-type: none"> Restitution OSS (1-2 days) SRO Consultation 	<ul style="list-style-type: none"> Restitution OSS (1-9 days) SRO Consultation 	<ul style="list-style-type: none"> Restitution OSS 10+ days until expulsion hearing Expulsion Recommendation SRO Consultation

BUILDING-RELATED – GRADES K-5

Burglary (SESIR) (BRK)	<ul style="list-style-type: none"> • Restitution • OSS (1-5 days) • SRO Consultation 	<ul style="list-style-type: none"> • Restitution • OSS (1-9 days) • SRO Consultation 	<ul style="list-style-type: none"> • Restitution • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation
Trespassing (SESIR) (TRS)	<ul style="list-style-type: none"> • SRO Consultation 	<ul style="list-style-type: none"> • SRO Consultation 	<ul style="list-style-type: none"> • SRO Consultation

SUBSTANCE ABUSE / DRUG INCIDENTS – GRADES K-5

Incident	1 st offense	2 nd offense	3 rd offense
ALCOHOL OFFENSES – GRADES K-5			
Alcohol-possession, use, sale (SESIR) (ALC)	<ul style="list-style-type: none"> • Confiscation • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		
DRUG RELATED OFFENSES – GRADES K-5			
Drug paraphernalia possession/sale (SESIR) (OMC)	<ul style="list-style-type: none"> • Confiscation • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		
Drug sale/distribution (SESIR) (DRD)	<ul style="list-style-type: none"> • Confiscation • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		
Drug use/possession (SESIR) (DRU)	<ul style="list-style-type: none"> • Confiscation • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		
NICOTINE/TOBACCO – GRADES K-5			
Tobacco/nicotine use, sale, distribution (SESIR) (TBC)	<ul style="list-style-type: none"> • Confiscation • OSS (1-5 days) • SRO Consultation 	<ul style="list-style-type: none"> • Confiscation • OSS (1-5 days) • SRO Consultation 	<ul style="list-style-type: none"> • Confiscation • OSS (1-9 days) • SRO Consultation
OVER THE COUNTER MEDICATION / UNKNOWN SUBSTANCES – GRADES K-5			
Medication misuse/possession (ZMP)	<ul style="list-style-type: none"> • Confiscation • OSS 1 day 	<ul style="list-style-type: none"> • Confiscation • OSS (1-2 days) 	<ul style="list-style-type: none"> • Confiscation • OSS (1-5 days)
Medication sale/distribution (ZMM)	<ul style="list-style-type: none"> • Confiscation • OSS 1 day • SRO Consultation 	<ul style="list-style-type: none"> • Confiscation • OSS (1-2 days) • SRO Consultation 	<ul style="list-style-type: none"> • Confiscation • OSS (1-10 days) • SRO Consultation
Possession of an unauthorized substance (ZSU)	<ul style="list-style-type: none"> • Confiscation • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 		
Under the influence of an unknown substance (ZUI)	<ul style="list-style-type: none"> • OSS 1-9 Days • SRO Consultation 	<ul style="list-style-type: none"> • OSS 10+ days until expulsion hearing • Expulsion Recommendation • SRO Consultation 	

APPENDIX IV

SCHOOL BOARD POLICIES RELATING TO STUDENT CONDUCT

Copies of official School Board Rules which relate to student conduct are available in all schools, as well as the district offices and on our website.

Applicable rules include, but are not limited to, the following:

2260	Access to Equal Educational Opportunity
2260.01	Section 504/ADA Prohibition against Discrimination Based on Disability
2430	Student Clubs and Organizations
2431	Interscholastic Athletics
2431.01	Participation by Transfer Students
3362	Anti-Harassment
5112	Entrance Requirements
5120	Assignment within District
5130	Withdrawal from School
5136	Wireless Communication Device
5200	Attendance
5230	Late Arrival and Early Dismissal
5330	Medical Treatment and Medication Administration
5330.01	Self-Administered Medication and Epinephrine Use
5500	Student Conduct
5511	Dress and Grooming
5514	Use of Bicycles
5516	Student Hazing
5517	Anti-Harassment
5517.01	Bullying and Harassment
5517.03	Dating Violence and Abuse
5530	Drug Prevention
5540	The Schools and Investigations Involving Students
5600	Student Discipline
5610	Removal, Out-of-School Suspension, and Expulsion of Students
5610.04	Suspension of Bus Riding/Transportation Privileges
5630	Corporal Punishment and Use of Reasonable Force and Restraint
5730	Equal Access for Non-District Sponsored, Student Clubs, and Activities
5771	Search and Seizure
5772	Weapons
5780	Student/Parent Rights
5855	Student Attendance at School Events
7540	Computer Technology and Networks
7540.01	Technology Privacy
7540.02	District Web Page
7540.03	Student Network and Internet Acceptable Use and Safety
8330	Student Records
8600	Transportation