



EDUCATION CODE 48908-DUTIES OF PUPILS

All pupils shall comply with the regulations, pursue the required course of study, and submit to the authority of the teachers of the schools.

Discipline Matrix Guidelines

A student may be disciplined, suspended or expelled for any of the acts listed below if the act occurs while on school grounds, while going to or coming from school, during the lunch period, or during, going to, coming from any school-sponsored activity at any school or on any school property. *(EC48900(s))*

Lowest level should be considered first, followed by progressively more intensive consequences.				
Education Code/Student Infraction	<i>Level 1</i> Classroom, Support/Well-managed classroom Responses	<i>Level 2</i> Classroom, Support and Removal Responses	<i>Level 3</i> Support, Removal and Administrative Responses	<i>Level 4</i> Administrative and Referral Responses
Habitual lack of preparation for class <i>CCR Title 5 300</i>	Not preparing to get ready for classwork.			
Habitual Tardiness <i>CCR Title 5 300³</i>	Arriving late more than once to class, without an excused reason.			
Cutting class/Truancy <i>CCR Title 5 303/ EC 48263, 48264.5⁴</i>	Failing to attend a class without an excused reason			
	Continuously failing to attend a class without an excused reason; being truant.			
Dress Code Policy <i>CCR Title 5 302/ EC 48900(k)</i>	Failing to comply with Dress Code Policy. (See appendix section)			
Pulling a False Fire Alarm; <i>EC 489000 (k)</i>			Initiating a warning of a fire or other catastrophe without cause, either over a phone or in person.	

³ Repeated tardy may result in a loss of privileges.

⁴ A student missing more than 30 minutes of instruction without an excuse three times during the school year must be classified as a truant and reported to the proper school authority. Repeated truancy may result in a loss of privileges.

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Academic Integrity (i.e., cheating/Plagiarism) <i>EC 48900(k)</i> ⁵	Cheating: fraud, deceit, or dishonesty in an academic assignment.	Plagiarism: the practice of taking someone else's work or ideas and passing them off as one's own.		
Detention <i>EC 48900(k)</i>		Failing to serve detention.		
Public Displays of Affection (PDA) <i>EC 48900(k)</i> ⁶	Disobeying affectionate behavior standards.	Persistently disobeying affectionate behavior standards.		
Dishonesty, forgery, lying to staff <i>EC 48900(k)</i>		Forging and/or altering (i.e., school correspondence, passes or absences re-admits); Falsifying to mislead student statement.		
Gambling <i>EC 48900(k)</i>		Participating in games of chance for the purpose of exchanging money or something of value.		

⁵ Take full credit for your own work, and give full credit to others who have helped you or influenced you, or whose work you have incorporated into your own. Represent your own work honestly and accurately. Present information collected, organized, or envisioned by someone else as your own (with or without the author's permission) or allowing someone else to present your work as his or her own. This may result in a loss of credit.

⁶ Being overly affectionate in school creates an environment that is not conducive to concentration and learning, therefore students should refrain from inappropriate, intimate behaviors on campus or at school related events & activities. Students are expected to show good taste and conduct themselves respectfully at all times.

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Leaving campus w/o Permission <i>EC 48900(k)</i>			Leaving without such authorization.	
Grade 12 Parking Violation <i>EC 48900(k)</i>		Violating parking regulations that are enforced by the school. (See appendix section on Student Parking.)		
Grade 12 Driving recklessly/ Dangerously <i>EC 48900(k)</i>		Violating vehicle codes/regulations that are posted and enforced by the CHP. (See appendix section on Student Parking.)		
Wheeled Sports <i>EC 48900(k)</i> ⁷	Riding of bicycles, skateboards, and/or roller skates/blades on campus during school hours.			
Disrespect <i>EC 48900(k)/EC 48900(i)</i> ⁸	Making inappropriate or offensive gestures, verbal or written comments, or symbols to others (i.e., verbal put-downs, cursing, talking back, talking mean).			
		Upbraiding, insulting, or abusing teachers or other school (obscene acts, <u>habitual</u> profanity or vulgarity, including racial, ethnic, sexual epithets).		

⁷ Helmets for Bicycles, Non-motorized Scooters, Skateboards or In-line skates - State law CVC Section 21212 requires that all persons under the age of 18 must wear a helmet when operating a bicycle, non-motorized scooter, skateboard or in-line skates. Due to this law, CSD students that ride bicycles or skateboards and store them on campus cannot do so unless they are accompanied by a helmet.

⁸ Depends on level of offense, CSD is required to exhaust these “other means of correction” before issuing suspensions.

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Defiance/Disruption <i>EC 48900(k)</i> <i>EC 48900.4</i> <i>EC 48910</i> ⁹	Engaging in minor behavior that distracts from the learning environment.			
	Repeatedly defying or refusing to follow directions of teachers/school personnel (i.e., leaving without permission).			
	Persistently/habitually engaging in minor behavior that distracts from the learning environment (i.e., horse playing in classrooms, throwing small objects).			
Gang Affiliation <i>EC 48900(k)</i> <i>EC48900.5</i> <i>EC 44014</i> <i>PC 186.26</i>			Engaging in gang affiliation (i.e., wearing, possessing, distributing, displaying or selling all means of items that evidence or reflect membership in or affiliation with any gang; engaging in any act, either written, verbal or nonverbal, including gestures or handshakes).	
Inappropriate use and/or display of technology, including electronic devices, etc. <i>EC 48901.5/48900(k)</i> ¹⁰			Failing to comply with technology/electronic device policy after student has been notified.	
			Persistently using or displaying a personal electronic device, in defiance of school rules.	
			Possessing unauthorized articles (i.e. pornographic material).	

⁹ Depends on level of offense (e.g. the act of behaving inappropriately which impedes the learning environment, which inhibits the instructor’s ability to teach, or interfere with other students’ opportunity to learn). CSD is required to exhaust these “other means of correction” before issuing suspensions.

¹⁰ **1st Offense:** verbal warning
2nd Offense: confiscate device, phone returned at the end of the school day; lunch detention assigned
3rd Offense: confiscate device, two lunch detentions assigned/phone must be picked up by a parent.

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Tobacco/Nicotine Use/Possession <i>EC 48900(h)</i>		Using or possessing all forms of nicotine, including e-cigarette.		
Alcohol: Possession <i>EC 48900(c)</i> Under the Influence Sale <i>EC 48902(a)</i> <i>EC 48900(d);</i> <i>48915(c)</i>			Using or possessing alcohol. Being under the influence of alcohol.	Distributing/selling alcohol.
Controlled prescription drugs, OTC meds/ vitamins		Possessing, providing, selling controlled prescription drugs, OTC medications/vitamins.		
Drugs: Possession of controlled substance <i>EC 48900(c)</i> ¹¹ Under the influence Sale <i>EC 48902(a)</i> <i>EC 48900(d)</i> <i>48915(a)(c)</i>			Using or possessing controlled substances. Being under the influence of controlled substance.	Distributing/selling controlled substance.
Unlawful drug Paraphernalia <i>EC 48900(j)</i> ¹²			Possessing unlawful drug paraphernalia.	

¹¹ Controlled substances include: drugs, edible drugs and mood-altering chemicals, any alcohol or malt beverage, substances controlled by age, such as tobacco and tobacco products, any abused substance, any medication not approved and registered by a legal pharmacist, and any steroid.

¹² Under California Health & Safety Code 11364 HS, it is illegal to possess drug paraphernalia--which means any device used for unlawfully injecting or smoking a controlled substance (e.g. methamphetamine pipes and cocaine spoons).

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Prescription drug Soma <i>EC 48900(p)</i>			Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.	
Knowingly received stolen property <i>EC 48900(l)</i>	Intentionally stealing/ taking property w/o owner's permission, and/or knowledge of the owner.			
Theft/attempted theft of the school property or private property <i>EC 48900(g)</i> ¹³		Persistently or habitually stealing/taking property w/o owner's permission and/or knowledge of the owner.		
Robbery and/ or Extortion <i>EC 48900(e)</i> <i>EC 48915(a)</i>			Stealing/taking property w/o owner's permission where the theft is especially based on <u>the listed factors</u> .	
			<u>Robbery</u> : taking property by the use of violence; <u>Extortion</u> : using threats to obtain money or property from others.	
Vandalism/destruction Of school property or private property <i>EC 48900(f)</i> <i>EC 48904</i> <i>PC 594.2</i>	Causing accidental damage.			
		Intentionally causing or attempting to cause damage to school/other's property.		
			Intentionally causing damage to school/other's property where the act is especially serious based on <u>the listed factors</u> .	
Possession: Imitation Firearm <i>EC 48900(m)</i>			Possessed an imitation firearm(means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm).	

¹³ The listed factors should be considered based on: 1) the monetary value of the property 2) whether the student knew the property was valuable or expensive to replace 3) whether the student acted in the heat of the moment, as opposed to intentionally planning ahead 4) the student's age 5) the student's purpose in taking the property 6) whether the property was returned or recovered 7) the reason the student destroyed the property

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Sexual Activity <i>EC 48900(k)(i)</i>			Engaging in inappropriate behavioral of a sexual nature (i.e., indecent exposure, inappropriate texts of a sexual nature, sexual intercourse.	
Sexual Harassment Sexual Assault <i>EC 48900(n)</i> <i>EC 48915(c)</i> <i>PC 234.4, 261, 266c, 286, 288, 288a, 289</i>			Committing or attempting to commit a sexual assault or committing a sexual battery. Recommended expulsion.	
Grades 4-12 Sexual Harassment <i>EC 48900.2</i> ¹⁴			Engaging in prohibited sexual harassment that includes, but is not limited to, unwelcome sexual advances, requests for sexual favors, or other verbal, visual, or physical conduct of asexual nature.	
Threats and Intimidation <i>EC 48900(o)</i>			Harassing, threatening or intimidating a student who is a witness in school disciplinary proceeding for purposes of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both or against a student who filed a complaint with school personnel.	
Hazing <i>EC 48900(q)</i>			Engaging in, or attempting to engage in any activities used for initiation or pre-initiation into a student organization, or student body or related activities, which causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace, resulting in physical or mental harm.	

¹⁴ **Level 2:** Sexual harassment including: dirty language, propositions for sex, talking about sex, talking about genitals, sex taunting in view of others, commenting on someone’s sexual orientation, making out or necking, lip kissing, using dirty language, talking about the sex act, sexually suggestive dancing or massages, offensive name calling that is sexually suggestive, degrading, sexual stereotypes, lack of respect for sexual orientation, making sexual remarks about an individual’s clothing, wearing clothing with obscene or sexually explicit messages, playing music with explicit lyrics, unwanted sexual invitations or requests, touching of oneself, wedgies, and snapping

Level 3: Sexual harassment including: any unwanted touching or grabbing private parts of the body, “wedgies”, hitting private parts, bra-snapping, fondling, unwanted hugging, unwanted kissing, groping, fondling, petting, flashing, pantsing, mooning, lewd or provocative physical displays, displays of pornographic or sexually offensive materials, displays of sexual devices, skirt flip-ups, touching, placing hands inside other’s clothing, pressure for sexual favors, oral sex, indecent exposure, consensual sex between two minors, and consensual sex between two adults

Level 4: Sexual Harassment including: threatening forced sex, sodomy, forcible sexual abuse, attempted rape, rape

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<p>Bullying <i>EC48900(r)(1)</i>¹⁵</p> <p>Types: Direct physical Contact such as hitting or shoving</p> <p>Verbal assaults such as teasing or name-calling</p> <p>Socially isolating or manipulating a student</p> <p>Writing/posting threats or harassment on the Internet or through cellular telephone text messages.</p>			<p>Severe or pervasive physical or verbal act or conduct, including communications made in writing and including one or more acts committed by a student(s) as defined in EC Section 48900.2, 48900.3, 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:</p> <ul style="list-style-type: none"> a) Placing a student (s) in fear or harm to their person or property. b) Causing a student to experience a substantially detrimental effect on his/her physical or mental health. c) Causing a student to experience substantial interference with his/ her academic performance. d) Causing a student to experience substantial interference with his/her ability to participate in or benefit from the services, activities or privileges provided by a school. 	
<p>Cyber Bullying <i>EC 48900(r)(2)</i></p>			<p>Intentional threats, intimidating or menacing, creating a hostile environment, bullying, etc. of students or staff. Threats made to school students or staff whether during school hours or not are investigated equally.</p> <p>(I) A message, text, sound, video, or image. (ii) A post on a social network Internet Web site, including, but not limited to: (i.e., posting to or creating a “Burn page” (write derogatory things or fabricated gossip).</p> <p>(II) Impersonating: deceive someone by pretending to be someone else.</p> <p>(III) Creating a false profile.</p>	

¹⁵ Bullying situations will be responded to on an individual, case-by-case basis. If an immediate consequence is needed, it will be based on severity.

Possible Consequences for confirmed bullying

1. Conference with student; Referral to counseling; Parent Notification; Suspension may be warranted based on severity.
2. Bullying Intervention Project, 1-3 Days On Campus Suspension; Student-Parent Responsibility Contract
3. Bullying Intervention Project; 3-5 Days Off Campus Suspension; Referral to Manifestation Determination
4. Police may be contacted, which is based on severity

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<p>Aided or Abetted to Inflict Physical Injury <i>EC 48900(t)</i></p> <p>Discrimination/Hate Violence Grades 4-12 <i>EC 48900.3</i>¹⁶ <i>PC 11411, 422.6, 422.7, or 422.75</i></p> <p>Other Harassment Grades 4-12 <i>EC 48900.4</i></p> <p>Criminal threats <i>EC 48900.7</i> <i>PC 422</i></p> <p>Arson/Fire Setting <i>EC 48915 (a)</i> <i>EC 48900(b)(c)</i></p>		<p>Aiding or abetting infliction or attempted infliction of physical injury (cannot solely for this incident).</p>			
			<p>Use of force or threat of force to intimidate or injure a person or person's property because of that person's race/ethnicity, color, ancestry, religion, national origin, disability, gender, or sexual orientation.</p>		
			<p>Harassing, intimidating, or threatening a student or a group of students, or school personnel with the actual or expected effect of disrupting class work, or creating substantial disorder, or creating a hostile educational environment.</p>		
				<p>Making criminal threats against school officials and/or property, or both. (any statement, written or verbal, that is so unequivocal, unconditional, immediate, and specific as to convey to school staff to fear for his/her own safety).</p>	
				<p>Setting or attempting to set a fire or helping others to set a fire w/o intent to or possibility of endangering others.</p>	
				<p>Setting a fire or helping others to set a fire with the intent to endanger others or destroy property.</p>	

¹⁶ **Level 2: Discrimination based upon:** race, physical or mental characteristics, ethnicity, religion, culture, heritage/national origin, age, disability, gender, political affiliation, sexual orientation, or communication mode
Hate including: posting, destroying, taking down, or giving out hate-group books or flyers without authorization; using gang signs; making racist, sexist, or demeaning comments or jokes
Level 3: Discrimination: Level 2 – 2nd offense
Hate including: Level 2 - 2nd offense, hurting someone physically or emotionally, destroying property, threatening to hurt someone or destroy his or her property

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Use of physical force Upon another person
*EC 48900(a)(1)(a)*¹⁷
EC 48900(a)(2)
EC 48915(a)(1)(e)
EC 44014

	Engaging in shoving, pushing, or otherwise being physically aggressive toward another in the context of a fight. (i.e., body check, intentionally bumping; but NOT horseplay)			
	Engaging in a fight/confrontation that is spontaneous, short, and/or result only in minor, cuts, scrapes, bruises; agitating provoking.			
			Causing serious injury or causing battery on student or school personnel considering <u>the listed factors</u> . Recommended expulsion.	
			Engaging in assault or battery on a school employee. Recommended expulsion.	
Possession of dangerous object of no reasonable use to the student <i>EC 48900(b)</i> <i>EC 48915(a)</i>			Possessing dangerous object of no reasonable use including but not limited to: fire-crackers, razor blades, laser pen, novelty shock items, poppers, bomb bags, stink bombs, paint guns, projectiles, etc., or items of no reasonable use that do not pose an immediate and significant threat to others. Recommended expulsion.	
			Possessing, selling, or furnishing any firearm, knife, explosive, or a dangerous object having no reasonable use [EC 48900(b)] of which dangerous object is defined as an object that becomes dangerous of its use, intended use, or if perceived as others as being dangerous. Recommended expulsion.	

Brandishing a knife or explosive or possession of any firearm
EC 48900(b)
EC 48915(c)

¹⁷ The listed factors should be considered based on: **1)** whether the student acted in the heat of the moment, as opposed to planning ahead **2)** whether the student was verbally provoked **3)** where the student acted in self-defense **4)** whether the student was intervening in the fight **5)** the student's age **6)** whether fighting is persistent or habitual **7)** whether serious bodily injury involving a substantial risk of death; extreme physical pain; protracted and obvious disfigurement; or protracted loss or impairment of the function of a bodily member, organ or faculty. (18 USC Section 1365(h)(3))