

Elementary

PROGRESSIVE DISCIPLINE GUIDELINES

The Progressive Discipline Guidelines were developed for all schools within the Corona-Norco Unified School District and outlines corrective measures for inappropriate student actions that have been referred to the Administration. Infractions or possible corrective measures may not be limited to those found in the Progressive Discipline Guidelines. It should be noted that although the Progressive Discipline Guidelines afford a framework for addressing inappropriate student behavior in a comprehensive and consistent manner, each disciplinary issue will be reviewed within the context of its unique circumstances and the educational needs of the student. Each administrator must use his/her judgment in applying its provisions, within the limits stated. Situations not specifically addressed in this plan or unusual or extreme cases will be dealt with in accordance with District policy and the California Education Code 48900. Any exception to the alternate means of correction stated in the Progressive Discipline Guidelines will be documented by the school site.

School Administration reserves the right to determine the alternate means of correction and corrective measures based on the seriousness of a particular infraction and/or previous disciplinary history of the student who commits the offense. *In addition to any school action, suspected criminal activity will be reported to the police and appropriate legal corrective measures may result. EC 35291.*

Background

In January 2013, SB 1729 became California Law. The intent of SB 1729 was to improve the suspension and expulsion process while keeping students school and in class so they would not lose valuable instruction time. The recent Local Control and Accountability Plan (LCAP) identifies school climate as a priority, which includes school connectedness, student suspension and expulsion. In accordance the U.S. Department of Education in January, 2014 provided guiding principles for improving school climate and discipline. All three of these aforementioned documents were taken into consideration in the developing of the CNUSD Progressive Discipline Guidelines.

Suspensions

Suspension is defined as the removal of a pupil from ongoing instruction for adjustment purposes. Except for removal from class by the teacher as provided in Education Code 48910. Removal from a particular class by the teacher shall not occur more than once every five school days. BP 5210

No student shall be suspended more than 20 days in a school year. Administrators must notify Student Services when a pupil reaches 15 days of in-school and out-of-school suspensions in total.

Notifying Teachers of Students' Past Discipline History

- Teachers must be notified of students' suspension and expulsion history for the last 3 years of students in their classes. (May include this in your Mandated Costs for reimbursement)

Due Process (14th Amendment; Goss v. Lopez)

- Required for students facing temporary suspension from school because of their alleged violations of school discipline rules.
- Requires "oral or written notice of the charges against him/her and, if s/he denies them, an explanation of the evidence the authorities have and an opportunity to present him/her side of the story."

* **The Big 5** – Mandatory Recommendation for Expulsion **SRO** (School Resource Officer/Police. **M&O** (Maintenance and Operations Dept.)

Documentation

- All incidents need to be documented into Q the CNUSD Student Information System. Get statements from student, witnesses, staff members, security, resource officer and provide photographs of evidence.

Parental Involvement (Required)

- Parent meeting
- Suspension details in writing through Q
- Provide policy and procedure to request and issue work from classes while on suspension

Suspension

- Suspension, including supervised suspension (i.e. ACP), shall only be imposed only when other means of correction fail to bring about proper conduct (refer to Page 2 for ideas and suggestions).
- Must count the day that the student was suspended as the 1st day of suspension (even if it occurs at the end of the day)
- A student may be suspended on a first offense for EC 48900 (a) – (e) violations or if determined that the student's presences causes a danger to persons.

As Needed

- May report to CPS or Law Enforcement. Any evidence should be turned over to Law Enforcement or parent if appropriate.

Expulsions

	The Big 5 Mandatory Expulsions	Permissive Expulsions Recommendation
Wording	“Shall” = Mandatory	“May” = Not Required
Where Offense Takes Place	On School Grounds At School Function On Way To/From School	On School Grounds At School Function On Way To/From School
Maximum	5 Days	5 Days
Special Ed 504-Plan	Must complete Manifestation	Must complete Manifestation

The Big 5 Mandatory Expulsions	Permissive Expulsions	
Ed Code 48915(c)-Mandatory Expulsions	Ed Code 48915(a)-Mandatory Recommendation	Ed Code 48915(e)-Permissive Expulsions
<ol style="list-style-type: none"> 1. Firearm 2. Brandishing a knife 3. Unlawful sales of a controlled substance 4. Committing or attempting sexual assault 5. Possession of an explosive 	<ol style="list-style-type: none"> A. Causing serious injury B. Possession of a knife or other dangerous object C. Possession of a controlled substance (see guide) D. Robbery or extortion E. Assault or battery upon school staff 	<ol style="list-style-type: none"> 1. Assault or battery non-staff 2. All others not listed in 48915(a,c) 2. 20 day limit

All recommendations for expulsion shall be forwarded, within five days of the date that the principal determines that a violation has occurred, to the Designee of the Superintendent.

Students with an IEP

Students with an IEP are held to the same behavior expectations as all other students. Teachers and administrators must be aware of and implement all behavior goals as defined in the student’s IEP. A manifestation determination meeting must be held when a student with an IEP reaches ten days or more of suspension.

Expulsion of a student with an IEP AR 5222

In accord with Education Code 48915.5, a pupil with previously identified exceptional needs who is currently enrolled in a special education program, shall be recommended for expulsion in accord with Sections “1” and “2” of Administrative Regulation 5222 only if all of the following conditions are met:

- a. An Individualized Education Program Team Meeting is held and conducted
- b. A functional behavioral assessment is completed and a behavioral intervention plan is developed at the IEP Team meeting, or a previously implemented behavioral intervention plan is reviewed and modified, as necessary.
- c. The IEP team determines that the misconduct was not caused by, or was not a direct manifestation of, the pupil’s identified handicap through a consideration of:
 - (1) evaluation and diagnostic results, including such results or other relevant information supplied by the parents of the child;
 - (2) observations of the child; and Page 2 of 5 AR 5222 (3) the child’s IEP and placement; and (ii) then determines that:
 - (a) in relationship to the behavior subject to disciplinary action, the child’s IEP and placement were appropriate and the special education services, supplementary aids and services, and behavior intervention strategies were provided consistent with the child’s IEP and placement;
 - (b) the child’s disability did not impair the ability of the child to understand the impact and consequences of the behavior subject to disciplinary action; and

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(c) the child's disability did not impair the ability of the child to control the behavior subject to disciplinary action.

Education Code 48902 authorizes a change of placement for a student enrolled in a Special Education program to be placed in an interim alternative educational setting for not more than 45 days without parent consent if:

- (a) the child carries a dangerous weapon as defined in BP 5222 to school or to a school function;
- or
- (b) the child knowingly possesses or uses illegal drugs or sells or solicits the sale of a controlled substance while at school or a school function.

Students with a 504 plan

Students with a 504 plan are held to the same behavior expectations as all other students. Teachers and administrators must be aware of and implement accommodations outlined in the 504 plan.

Expulsion of a student with a 504 plan AR 5222

A Manifestation Determination meeting must be held within the first five (5) days of suspension for any student currently identified as a 504 student or any student who is perceived as a 504 student.

Foster Youth

Foster Youth Students are held to the same behavior expectations as all other students. Teachers and administrators must be aware of and protect the privacy of the student's foster placement.

Expulsion of a Foster Youth student AR 5222

Site administration shall contact the Foster Youth's social worker and invite him or her to the pre-expulsion conference and administrative hearing if necessary. The invitation shall be documented in the expulsion packet by site administration.

Harassment of staff by students in person, via digital or social medial platforms, have a negative impact on the learning environment. Students and staff have the right to access a safe environment free of unnecessary distractions or fear for their safety. It is imperative to recognize students' first amendment rights; thus, the following regulations address the balance of freedom of speech and the state of California Education Code section 48900.4 (Intentionally engaging in harassment, threats, or intimidation, directed against school district personnel or pupils).

Other Means of Correction (OMC)

In 2013, the California State Legislature approved Education Code 48900.5 which require school administrators to administer Other Means of Correction (OMC) to pupils who violate any of the offenses listed in Education Code 48900, except for the first five violations (A though E) in where pupils may be suspended on the first offense.

Consequences for violation of Education Code 48900.4:

1. Standards for determination of harassment

Comments, actions, or depictions that target staff members and are meant to alarm or annoy and have no academic merit. These actions will be documented in the student information system and the student shall receive a consequence consistent to Education Code 48900.5 (OMC).

2. Standards for Determination of suspension

Comments, actions, or depictions that target staff members and meet the standards of a non-criminal threat which are:

- A. Credible: the student has the ability to carry it out.
- B. Specific: the student specifies when it will happen, how it will happen or why it will happen.
- C. Unfounded accusation of staff committing a crime with malice intent.

If pupil does not stop or delete social media/digital post at time of suspension, principal may recommend expulsion.

3. Standard for recommendation of Expulsion

Comments, actions, or depictions that target staff members and meet the standards of a criminal/terrorist threat and Other Means of Correction are not feasible. [48915(e1)]

- A. Credible: the student has the ability to carry it out.
- B. Specific: the student specifies when it will happen, how it will happen, and it is not conditional.
- C. Unfounded accusation of staff committing a crime with malice intent.

Other Means of Correction (OMC)

Alternatives to suspension or expulsion provided must be age-appropriate and designed to address and correct the student's specific misbehavior.

- Who Can Help
 - Administrator
 - School Counselor
 - English Learner Coordinator/Specialist/Staff Member
 - Program Supervisor
 - Special Education Case Carrier/Staff/Specialist
 - Teacher
 - Team Leader
 - Tutor
- 504 Plan/ IEP Meeting
- Apology Letter
- Attendance Contracts (SART/SARB)
- Behavior Improvement Plan
- Character Education
- Community Service
 - Outside Agency (parents to seek out)
 - School Beautification (get parent permission)
 - School Function/Activity (get parent permission)
- Conferences (Student/Parent/Staff Member)
- Confidential Options (CPS Report – do not disclose in paperwork or notes)
- Contracts
 - Behavior
 - SART (Student Attendance Resource Team)
 - SARB (Student Attendance Resource Board)
- School Counseling
 - Group Counseling
 - Individual Counseling
 - Outside Agency Referral or Resources
- Detention
 - After School
 - Lunch
- Individualized Education Plan for Special Ed Students (IEP)
- Leadership Opportunities
- Level System
 - Yellow/Red Folders
 - Level Reward System
- Loss of Privilege (recess, dance, extracurricular)
- Mediation
 - Conflict Mediation
 - PALS (Peer Mediation Group)
- Mentor/Mentee Program
- Monitoring of Progress (by Team Leader, Case Carrier, Teacher)
 - Checking In Regularly with Student
 - Grades
 - Student Planner
- Parent
 - Meeting
 - Request Parent to Attend Classes *Labor Code 230.8*
 - Training/Support
- PBIS (Positive Behavior & Intervention System)
- Psychologist
- Restitution
- Restorative Practices
- Reward System
- Class Change
- Social Worker
- Student Study Team (SST)
- Tutoring
- Warning

* The Big 5 – Mandatory Recommendation for Expulsion

SRO (School Resource Officer/Police. M&O (Maintenance and Operations Dept.)

Offense Category	Student Infraction	1 st Intervention/Consequence (Minor Circumstances)	2 nd Intervention/Consequence (Moderate Circumstances)	3 rd Intervention/Consequence (Severe Circumstances)
Alcohol	Refer to "Controlled Substances"			
Attendance	Tardy/Tuancy – Excused or unexcused tardiness to class or trancies from class (find alternatives to suspension or expulsion) <i>EC 48900(w)</i>	SART/SARB (Attendance) Process; OMC <i>EC 48900.5(b)</i>		
Bicycles	Refer to "Disruption/Defiance"			
Bullying/ Harassment	Bullying – Threatening, intimidating or menacing another student, including hand gestures, written materials, cyber-bullying, verbal comments, hostile environment, or any other acts that would be deemed as a form of bullying <i>EC 48900(a)(1), EC 48900(r), EC 48900.4</i>	OMC <i>EC 48900.5(b)</i>		Suspension 1-5 Days
	Bullying, Pre-Fighting – Includes name-calling, insults, challenging to a fight, squaring off, using words likely to cause an altercation, aiding and/or abetting a fight, cyber-bullying (social networking) <i>EC 48900(a.1), EC 48900(k), EC 48900.5, EC 48900(r)</i>	OMC <i>EC 48900.5(b)</i>	Suspension 1-2 Days	Suspension 1-35Days
	Hate Violence – Any words or actions which reflect negatively on a person's disability, gender, nationality, race, ethnicity, religion, sexual orientation, or association with a person/group with one or more of the above characteristics <i>EC 48900.3</i>	OMC <i>EC 48900.5(b)</i>		Suspension 1-5 Days Except for Kinder though 3 rd grade
	Hazing/Initiation <i>EC 48900.4, EC 48900(q)</i>	OMC <i>EC 48900.5(b)</i>	Suspension 2-4 Days	Suspension 5 Days; May Recommend Expulsion

Offense Category	Student Infraction	1 st Intervention/Consequence (Minor Circumstances)	2 nd Intervention/Consequence (Moderate Circumstances)	3 rd Intervention/Consequence (Severe Circumstances)
<i>Bullying/ Harassment Cont.</i>	Instigation/Inciting Infliction/Taunting – Instigating or inciting infliction or attempted infliction (or instigating) of physical injury (cannot expel solely for this offense) <i>EC 48900(k)</i>	OMC <i>EC 48900.5(b)</i>	Suspension 1-2 Days	Suspension 3-5 Days
	Intimidating Staff – Refer to “Staff”			
	Sexual Harassment – Refer to “Obscenities/Profanities/Vulgarity”			
	Threats (Minor) – Telephone, internet, notes, pagers, text messages, messages to school (i.e. unkind messages) <i>EC 48900(a.1)</i>	OMC <i>EC 48900.5(b)</i>		Suspension 1-5 Days
	Threats (Severe) – Telephone, internet, notes, pagers, text messages, messages to school (i.e. bomb, death) <i>EC 48900(a.1), EC 48900.7</i>	Suspension 5 Days; Notify SRO; Notify DO; May Recommend Expulsion IEP & 504 Manifestation Determination within 5 days		
Witness – Harassed, threatened, or intimidated a witness <i>EC 48900(o)</i>	OMC <i>EC 48900.5(b)</i>	Suspension 1 Day	Suspension 2-5 Days	
Computers	Refer to “Technology”			
Controlled Substances <i>EC 48900(c), EC 48915(a)</i> <i>*Not all prescriptions are Controlled Substances (such as Naproxin); Contact Student Services for verification [if not a c-violation, may discipline as a k-violation]</i> <i>Note: cannot expel for possession of prescription that is prescribed to the student</i>	Imitation – Sold look alike substance representing drugs or alcohol <i>EC 48900(d)</i>	Suspension 5 Days; Notify SRO; Notify DO; Recommend Expulsion IEP & 504 Manifestation Determination within 5 days		
	Paraphernalia – Possess <i>EC 48900(j)</i>	OMC + confiscation	Suspension 2-4 Days; Possible CPS Report	Suspension 3-5 Days; Possible CPS Report
	Possession – Controlled substances, intoxicant, or caustic of any kind (i.e. super glue, toluene, mixture) <i>EC 48900(c)</i>	Suspension 2-3 Days; Notify SRO <i>Board Policy 5131.6</i>	Suspension 5 Days; Shall Recommend Expulsion; Notify SRO <i>Board Policy 5131.6</i> IEP & 504 Manifestation Determination within 5 days	

Offense Category	Student Infraction	1 st Intervention/Consequence (Minor Circumstances)	2 nd Intervention/Consequence (Moderate Circumstances)	3 rd Intervention/Consequence (Severe Circumstances)
<i>Controlled Substances Cont.</i>	Purchase – Controlled substances, intoxicant, or caustic of any kind (i.e. super glue, toluene, mixture) <i>EC 48900(c)</i>	Suspension 5 Days; Notify SRO <i>Board Policy 5131.6</i>	Suspension 5 Days; Recommend Expulsion; Notify SRO <i>Board Policy 5131.6</i> IEP & 504 Manifestation Determination within 5 days	
	Sale* - Sale of alcohol, drugs, intoxicants, or caustics of any kind that may be used as a controlled substances (sharing does not fall under this provision), such as super glue, toluene, or mixture <i>EC 48900(c), EC 48915(a)</i>	Suspension 5 Days; Notify SRO; Notify DO; Recommend Expulsion IEP & 504 Manifestation Determination within 5 days		
	Use – Controlled substances, intoxicant, or caustic of any kind (i.e. super glue, toluene, mixture) <i>EC 48900(c)</i>	Suspension 5 Days; Notify SRO <i>Board Policy 5131.6</i>	Suspension 5 Days; Recommend Expulsion; Notify SRO <i>Board Policy 5131.6</i> IEP & 504 Manifestation Determination within 5 days	
Cursing/Cussing	Refer to “Obscenities/Profanities/Vulgarity”			
Dangerous Objects: Knife, Gun, Etc.	Brandishing Knife* – Knife blade must be 3 ½ inches to expel student; Knife means any dirk, dagger, or other weapon with a fixed, sharpened blade fitted primarily for stabbing; Knife with locking blade (where knife locks into place) and razor with unguarded blade also falls into this category	Suspension 5 Days: Notify SRO; Notify DO; Shall Recommend for Expulsion IEP & 504 Manifestation Determination within 5 days		
	Furnish* – Any firearm, explosive, or dangerous object having no reasonable use that is used in a threatening or dangerous manner (firearm, explosive, knife, brass knuckles) <i>EC 48900(b), EC 48915(a), EC 48915(c)</i>	Suspension 5 Days; Notify SRO (STAR Protocol); Notify Deputy Superintendent’s Office; Shall Recommend Expulsion IEP & 504 Manifestation Determination within 5 days		
	Lighter <i>EC 48900(k)</i>	OMC; Confiscate Object (return to parent if applicable) <i>EC 48900.5(b)</i>		
	Possession (Imitation Non-Threatening) – Simple possession of imitation firearm or dangerous object (i.e. Halloween costume, airsoft/pellet/ paintball gun) <i>EC 48900(m)</i>	Suspension 1-3 Days	Suspension 5 Days	

Offense Category	Student Infraction	1st Intervention/Consequence (Minor Circumstances)	2nd Intervention/Consequence (Moderate Circumstances)	3rd Intervention/Consequence (Severe Circumstances)	
	Possession (Imitation Threatening) – – Imitation firearm used in a hostile manner or displaying the weapon to others <i>EC 48900(m)</i>	Suspension 5 Days; May Recommend Expulsion	Suspension 5 Days; Notify SRO; May Recommend Expulsion IEP & 504 Manifestation Determination within 5 days		
	Possession (Non-Threatening) – Including but not limited to: fire crackers, razor blades, laser pen, bomb bags, stink bombs, paint guns, projectiles, or any item of not reasonable use that does not pose an immediate and significant threat to others (consider quantity, size, and potential to do harm) <i>EC 48900(b)</i>	Suspension 1-3 Days; Confiscate Object	Suspension 3-5 Days; Confiscate Object	Suspension 5 Days; Notify SRO; Notify DO; May Recommend Expulsion	
	Possession (Threatening) – Any firearm, explosive, or dangerous object having no reasonable use that is used in a threatening or dangerous manner (firearm, explosive, knife, brass knuckles) <i>EC 48900(b), EC 48915(a), EC 48915(c)</i>	Suspension 5 Days; Notify SRO (STAR protocol); Notify Student Services Office (if firearm); Shall Recommend Expulsion IEP & 504 Manifestation Determination within 5 days			
	Sale – Any firearm, explosive, or dangerous object having no reasonable use that is used in a threatening or dangerous manner (firearm, explosive, knife, brass knuckles) <i>EC 48900(b), EC 48915(a), EC 48915(c)</i>	Suspension 5 Days; Notify SRO (STAR Protocol); Notify Student Services Office; Shall Recommend Expulsion IEP & 504 Manifestation Determination within 5 days			
Disruption/Defiance <i>*The Tinker Standards (Tinker v. Des Moines Independent School District, 1969) – substantial evidence that the student expression would lead to substantial disruption of school environment</i>	Bicycles, Skateboards – Reckless riding, free-running, continued defiance of bike rules, riding skateboards, roller skates, roller blades, scooter, etc. <i>EC 48900(k)</i>	Confiscate Item; OMC <i>EC 48900.5(b)</i>		Confiscate Item; OMC; Revoke Riding/Equipment Privileges <i>EC 48900.5(b)</i>	
	Defiance <i>EC 48900(k)</i>	OMC <i>EC 48900.5(b)</i>		Suspension 1-2 Days Except for Kinder though 8th grade	
	Dress Code <i>EC 48900(k)</i>	Student to Change Clothing; OMC <i>EC 48900.5(b)</i>			
Offense Category	Student Infraction	1st Intervention/Consequence	2nd Intervention/Consequence	3rd Intervention/Consequence	

		(Minor Circumstances)	(Moderate Circumstances)	(Severe Circumstances)	
<i>Disruption/Defiance Cont.</i>	Forgery – Includes falsifying, altering or misusing documents, passes or lunch numbers; wrongful possession of school materials, etc. <i>EC 48900(k), EC 48900(u)</i>	OMC; Confiscate Items (if applicable) <i>EC 48900.5(b)</i>		Suspension 1-5 Days Except for Kinder though 8 th grade	
	Gambling – Includes pitching coins, rolling dice, wagering with cards, etc. <i>EC 48900(k)</i>	OMC; Confiscate Items (if applicable) <i>EC 48900.5(b)</i>		Suspension 1 Day; Confiscate Items (if applicable) <i>EC 48900.5(b)</i>	
	Items that May Cause Distractions – Including laser pens, stink bombs, poppers, water balloons, squirt guns, water/food fights <i>EC 48900(k), EC 48900.5</i>	OMC; Confiscate Items (return to parent, if applicable) <i>EC 48900.5(b)</i>		Suspension 1 Day; Confiscate Items (return to parent, if applicable) <i>EC 48900.5(b)</i>	
	Loitering/Trespassing on Student's Campus – In an unauthorized area (i.e. student wandering around campus) of the school campus student is currently enrolled <i>EC 48900(k)</i>	OMC <i>EC 48900.5(b)</i>			
	Loitering/Trespassing on Another Campus – Student on a campus not enrolled at <i>EC 48900(k)</i>	OMC <i>EC 48900.5(b)</i>		Suspension 1 Day	
	Lying – Lying or refusing to provide information, or falsifying information <i>EC 48900(k)</i>	OMC <i>EC 48900.5(b)</i>		Suspension 1-2 Days	
	Refusal to Authority – Refusing to comply with authority or school rules (including “no-show” to admin-assigned detention) <i>EC 48900(k)</i>	OMC <i>EC 48900.5(b)</i>			
	Riot, Major Disturbance <i>EC 48900(k), EC 48900.5</i>	Suspension 1-2 Days; Recommend Expulsion [if combined with <i>EC 48900(a)</i>]	Suspension 2-3 Days; Recommend Expulsion [if combined with <i>EC 48900(a)</i>]	Suspension 3-5 Days; Recommend Expulsion [if combined with <i>EC 48900(a)</i>]	
Selling Food – Buying or selling food, candy, drinks or any unauthorized items <i>EC 48900(k)</i>	OMC; Confiscate Items (if applicable) <i>EC 48900.5(b)</i>		Suspension 2-3 Days (if within same school year); Confiscate Items (if applicable) <i>EC 48900.5(b)</i>		
Dress Code	Refer to “Disruption/Defiance”				
Offense Category	Student Infraction	1 st Intervention/Consequence (Minor Circumstances)	2 nd Intervention/Consequence (Moderate Circumstances)	3 rd Intervention/Consequence (Severe Circumstances)	

Drugs	Refer to "Controlled Substances"			
Emergency Alarms	False Alarms – Tampering with or signaling false fire alarm, fraudulent or unauthorized use of 911 <i>EC 48900(f), EC 48900(k)</i>	Notify SRO; Notify DO		
Fighting	Assault on School Personnel – Refer to "Staff"			
	Bullying – Refer to "Bullying/Harassment"			
	Hate Violence – Refer to Bullying/Harassment"			
	Instigation/Inciting Infliction – Refer to "Bullying/Harassment"			
	Mutual Combat – Student fighting mutually	May suspend 1-2 days	Suspension 1-3 days	Suspension 3-5 Days (if within same year); May Recommend Expulsion (depending on level of injury)
	Pushing, Grabbing, Hitting, Spitting <i>EC 48900(a.1), EC 48900(k), EC 48900.5</i>	May suspend 1-2 days	May suspend 1-2 days	Suspension 1-3 Days
	Serious Injury to Student – Assault on a student resulting in serious injury; Willful use of force or violence <i>EC 48900(a.2)</i> Except in self-defense <i>EC 48900(a.1)</i>	Suspension 5 Days; Notify SRO and DO; Shall Recommend Expulsion IEP & 504 Manifestation Determination within 5 days		
	Sexual – Refer to "Obscenities/Profanities/Vulgarity"			
	Threaten or Attempted to Cause Injury – to a student or staff member (not mutual combat and no injury) <i>EC 48900.5(a.1)</i>	May suspend 1-2 days	Suspension 1-3 days	Suspension 4-5 Days May Recommend Expulsion
Fire/Arson	Fire/Arson – Setting a fire; Arson if poses a significant threat of harm to others <i>EC 48900(f), EC 48904</i>	Suspension 1-5 Days; Notify Fire Marshall; Notify DO; Refer to M&O for Restitution; May Recommend Expulsion if caused extensive damage or attempted to cause physical injury [combine with EC 48900(a) – see (a)(1) if applicable]	Suspension 5 Days; Notify Fire Marshall; Notify DO; Refer to M&O for Restitution; Recommend Expulsion IEP & 504 Manifestation Determination within 5 days	
Offense Category	Student Infraction	1st Intervention/Consequence (Minor Circumstances)	2nd Intervention/Consequence (Moderate Circumstances)	3rd Intervention/Consequence (Severe Circumstances)

Firearm/Explosive	Refer to "Dangerous Objects"			
Forgery	Refer to "Disruption/Defiance"			
Gambling	Refer to "Disruption/Defiance"			
Gang	Gesturing, Writing 48900.4, EC 48900.5, EC 48900(k) EC	OMC EC 48900.5(b)	Suspension 1-3 Days	
Harassment	Refer to "Bullying/Harassment"			
Hate Violence	Refer to "Bullying/Harassment"			
Hazing	Refer to "Bullying/Harassment"			
Knife	Refer to "Dangerous Objects"			
Loitering	Refer to "Disruption/Defiance"			
Lying	Refer to "Disruption/Defiance"			
Obscenities/ Profanities/ Vulgaries <i>Obscenities/ Profanities/ Vulgaries Cont.</i>	Pornography – Includes print or electronic sexting EC 48900(i), EC 48900(k)	Suspension 1-2 Days; Confiscate Item Call SRO for electronic sexting; OMC EC 48900.5(b)	Suspension 3-4 Days; Confiscate Item Call SRO for electronic sexting;	Suspension 5 Days; Confiscate Item Call SRO for electronic sexting
	Profanity/Vulgarity – Habitual use EC 48900(i)	OMC EC 48900.5(b)	Suspension 1-2 Days	Suspension 1-3 Days
	Public Display of Affection – Engaged in inappropriate display of affection EC 48900(k)	OMC EC 48900.5(b)		
	Sexual Assault/Battery* – Includes restraint against victim's will for purpose of sexual arousal EC 48900(n)	Suspension 5 Days; Notify SRO; Notify DO; Shall Recommend Expulsion IEP & 504 Manifestation Determination within 5 days		
	Sexual Conduct – Engaged in or attempted to engage in physical conduct of sexual nature (i.e. depantsing) EC 48900(i)	Suspension 1 Day	Suspension 2 Days	Suspension 3-5 Days
Offense Category	Student Infraction	1st Intervention/Consequence (Minor Circumstances)	2nd Intervention/Consequence (Moderate Circumstances)	3rd Intervention/Consequence (Severe Circumstances)

* The Big 5 – Mandatory Recommendation for Expulsion
OMC (Other Means of Correction) – Refer to Page 4

SRO (School Resource Officer/Police. M&O (Maintenance and Operations Dept.)
DO (District Office)

	Sexual Battery (Physical) – Conducted or attempted to conduct intentional and/or obvious unwelcomed or offensive touching or sexual advances (could include depantsing) <i>EC 48900(i), EC 48900.2</i>	Suspension 1 Day	Suspension 2-4 Days	Suspension 5 Days
	Sexual Harassment (Verbal) – Offensive comments, jokes or slurs, graphic verbal comments about an individual’s body, or verbal comments of anything sexual in nature <i>EC 48900(i), EC 48900.2</i>	OMC <i>EC 48900.5(b)</i>	Suspension 1-2 Days Except for Kinder though 3 rd grade	Suspension 3-5 Days Except for Kinder though 3 rd grade
	Sexual Harassment (Visuals) – Offensive posters, cards, cartoons, writing, graffiti, drawings, objects, or gestures <i>EC 48900(i), EC 48900.2</i> <i>*Grades 4-12 Only</i>	OMC <i>EC 48900.5(b)</i>	Suspension 1-2 Days Except for Kinder though 3 rd grade	Suspension 3-5 Days Except for Kinder though 3 rd grade
	Written, Verbal, Physical – When viewed as obscene (abominable, disgusting, repulsive) <i>EC 48900.5, 48900(i)</i>	OMC <i>EC 48900.5(b)</i>	Suspension 1-3 Days	Suspension 2-5 Days; May Recommend Expulsion
Paraphernalia	Drug Paraphernalia – Refer to “Controlled Substances”			
	Tobacco Paraphernalia – Refer to “Tobacco”			
Physical Contact	Fighting – Refer to “Fighting”			
	Sexual – Refer to “Obscenities/Profanities/Vulgarity”			
Property Damage	Damage – Caused or attempted to cause damage to school property or private property, including graffiti, tagging, etching, vandalism, and electronic file database <i>EC 48904, EC 48900(f)</i>	OMC <i>EC 48900.5(b)</i>	Suspension 1-2 Days; Refer to M&O for Restitution of School Property	Suspension 1-3 Days; Refer to M&O for Restitution of School Property; May Recommend Expulsion
	Stealing – Refer to “Theft”			
Robbery	Refer to “Theft”			
Offense Category	Student Infraction	1st Intervention/Consequence (Minor Circumstances)	2nd Intervention/Consequence (Moderate Circumstances)	3rd Intervention/Consequence (Severe Circumstances)
Sale	Drugs, Alcohol – Refer to “Controlled Substances”			

	Food – Refer to “Defiance/Disruption”				
	Firearm – Refer to “Dangerous Objects”				
Scooters	Refer to “Disruption/Defiance”				
Sexual	Refer to “Obscenities/Profanities/Vulgaries”				
Smoking	Refer to “Tobacco”				
Staff	Assault on School Personnel <i>48900(a.2), EC 48900.4</i>	<i>EC</i>	Suspension 1-5 Days May Recommend Expulsion IEP & 504 Manifestation Determination within 5 days	Suspension 3-5 Days Shall Recommend Expulsion IEP & 504 Manifestation Determination within 5 days	Suspension 5 Days; Shall Recommend Expulsion IEP & 504 Manifestation Determination within 5 days
	Intimidating Staff – Taunting school staff <i>48900(k)</i>	<i>EC</i>	OMC <i>EC 48900.5(b)</i>	Suspension 1 Day	Suspension 2-3 Days
	Refusal to Authority – Refusing to comply with authority or school rules; “No-Show” to admin-assigned detention <i>EC 48900(k)</i>		OMC <i>EC 48900.5(b)</i>	Suspension 1 Day	Suspension 2-3 Days
	Threaten or Attempted to Cause Injury – to a student or staff member (not mutual combat and no injury) <i>EC 48900.5(a.1)</i>		Suspension 1 Day	Suspension 2-3 Days	Suspension 4-5 Days
Stealing	Refer to “Theft”				
Tardy	Refer to “Attendance”				
Technology	Computer/Network Violation – Violation of computer and/or network security <i>EC 48900(k)</i>		Limit/Restrict Student Use of CNUSD Network (for set period of time), OMC <i>EC 48900.5(b)</i>	Limit/Restrict Student Use of CNUSD Network (for set period of time), Suspension 1-3 Days	
	Inappropriate Use of School Property – Includes school phone, school computers, etc. <i>EC 48900(k)</i>		OMC; Confiscate and Return to Parent (if applicable) <i>EC 48900.5(b)</i>		
Offense Category	Student Infraction		1st Intervention/Consequence (Minor Circumstances)	2nd Intervention/Consequence (Moderate Circumstances)	3rd Intervention/Consequence (Severe Circumstances)
Threats	Bullying – Refer to “Bullying/Harassment”				

	<p>Terrorist Threats – Any statement (written or verbal) which is unequivocal, unconditional, immediate, and specific as to convey to a person’s fear of his own safety <i>EC 48900.7</i></p> <p>Threat to Staff – Refer to “Staff”</p> <p>Threat to Students – Refer to “Fighting”</p>	<p>Suspension 5 Days; Notify SRO; Notify DO; Shall Recommend Expulsion</p> <p>Kinder through 3rd grade – Call Student Services first for consultation</p> <p>IEP & 504 Manifestation Determination within 5 days</p>		
Theft	<p>Robbery – Taking property by the use of violence</p> <p>Extortion – Using threats to obtain money or property from others <i>EC 48900(e), EC 48904</i></p>	Suspension 1-3 Days	Suspension 3-5 Days	Suspension 5 Days; May Recommend Expulsion
	<p>Receive Stolen Property – Knowingly receive stolen school or private property <i>EC 48900(l)</i></p>	OMC <i>EC 48900.5(b)</i>		Suspension 1-3 Days; Refer to M&O for Restitution; May Recommend Expulsion
	<p>Theft – Stealing or attempted to steal school or private property <i>EC 48900.5, EC 48900(g)</i></p>	OMC; Refer to M&O for Restitution <i>EC 48900.5(b)</i>	Suspension 1-2 Days; Refer to M&O for Restitution	Suspension 3-5 Days; Refer to M&O for Restitution; May Recommend Expulsion
Tobacco	<p>Smoking, Use, Possession – Any tobacco-related product (i.e. hooka pens, snuff, smokeless tobacco, chew) <i>EC 48900(h)</i></p>	OMC; Possible CPS Report <i>EC 48900.5(b)</i> Tobacco Intervention		Suspension 1-3 Days; Possible CPS Report + Tobacco Intervention
	<p>Paraphernalia – Includes lighter or matches <i>EC 48900(k)</i></p>	OMC; Confiscate Object <i>EC 48900.5(b)</i>		Suspension 2-3 Days; Confiscate Object
Threats	Refer to “Fighting”			