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Superintendent of Schools

August, 2013

Dear Students and Parents:

On the reverse side of this letter we have printed a Summary of the current "Discipline Action Guide" for the Coronado Unified School District. We also have enclosed an additional copy of the Summary with the complete Discipline Action Guide. **It is important that you read the Summary, and the Discipline Action Guide itself.** The District takes seriously the issue of student misbehavior. If you have questions please contact your school principal or the District Office

As you read the documents, you will see that there is a broad range of potential consequences which may follow for particular types of offenses. Administrators will apply discretion in determining the types of consequences to apply for a particular offense. Please understand, however, that:

- State law mandates that a student committing certain types of offenses must be considered for expulsion. In our District, this means the student will be referred to the School Board for an expulsion hearing, and that expulsion may follow.
- In applying discretion, administrators and School Board members will look at all factual factors which they believe to be relevant. These factors may include, for example, not only the nature of the offense but also the extent of any injury or damage to other people or to property, the intentions of the student involved (including in particular the extent that the student was acting with hate or other "mean spirited" intent, or with a careless disregard for others), and the student's relative record of prior offenses.
- Since the consequences are a function of discretion, this means the same consequences may not be applied for the same offenses in all circumstances. Neither the Discipline Action Guide nor the Summary is a "black box" or "magic formula", but rather serves as a list of offenses and a range of possible consequences.
- The college application process may require disclosure of suspensions or expulsions, and this in turn may affect a student's chances for admission to the college of his or her choice. While the District wants the best for its students and endeavors to maintain perspective in determining consequences, students should be mindful of this potential impact of misbehavior on their futures.

We hope that these materials are helpful to you in understanding the behavior which is expected of students in our District, and the consequences that may follow from misbehavior. To confirm that you have read these materials, please sign this letter and return it to your child's school. Thank you.

DISCIPLINE ACTION GUIDE SUMMARY *

2013-2014

OFFENSES (As a summary this is not an all inclusive listing. See the Discipline Action Guide for complete listing)	POSSIBLE CONSEQUENCES Consequences may include referral to SST (Student Study Team or CRG (Coronado Response Group))
<ul style="list-style-type: none"> • Firearm <ul style="list-style-type: none"> a. possessing b. selling or furnishing a firearm ➤ Brandishing a knife • Unlawfully selling a controlled substance ➤ Sexual assault or battery • Possession of an explosive ➤ Caused, attempted to cause, or threatened to cause physical injury to another person <ul style="list-style-type: none"> a. willfully used force or violence • Possession of a weapon or other dangerous object ➤ Possession or under the influence of any controlled substance <ul style="list-style-type: none"> a. possession, use, sale of prescription drug; Soma b. sale of look-alike substance represented to be alcohol or other drugs • Robbery or Extortion ➤ Assault or battery on a school employee • Imitation firearm possession ➤ Sexual Harassment • Harassment, threats and intimidation of a witness ➤ Terrorist threats • Hate violence ➤ Possessed, offered, arranged or negotiated to sell drug paraphernalia • Damage to school or personal property ➤ Receipt of stolen property • Disruption/Defiance ➤ Possessed or used tobacco • Obscenity/profanity/vulgarity ➤ Engaged in an act of bullying, including, but limited to, bullying committed by means of an electronic act, directed specifically toward a pupil or school personnel • Sexting 	<ul style="list-style-type: none"> • Suspension and Mandatory recommendation for expulsion ➤ Suspension and Mandatory recommendation for expulsion • Suspension and Mandatory recommendation for expulsion ➤ Suspension and Mandatory recommendation for expulsion • Suspension and Mandatory recommendation for expulsion ➤ SIT ** or Suspension <ul style="list-style-type: none"> a. suspension, possible expulsion • SIT, Suspension, or possible expulsion, ➤ SIT, Suspension, or possible expulsion <ul style="list-style-type: none"> a. suspension, possible expulsion b. suspension, possible expulsion • Suspension, possible expulsion ➤ Suspension, probable expulsion • SIT, Suspension, or possible expulsion ➤ SIT, Suspension, or possible expulsion • Suspension, possible expulsion ➤ Suspension, possible expulsion • Suspension, possible expulsion ➤ SIT, Suspension, or possible expulsion • SIT, Suspension, or possible expulsion ➤ SIT or Suspension • SIT or Suspension ➤ SIT or Suspension • SIT or Suspension ➤ SIT or Suspension • SIT, Suspension, or possible expulsion
<p>PARENTS WILL BE CONTACTED FOR EACH OF THESE OFFENSES</p> <p>POLICE MAY BE CONTACTED FOR OFFENSES</p>	<p>*See Discipline Action Guide for complete text</p> <p>**SIT – Student Intervention Time. This may include restriction from school sponsored events, such as but not limited to: sports, dances, field trips, etc.</p>



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DISCIPLINE ACTION GUIDE PHILOSOPHY

The Board of Education believes that one of the major functions of our public schools is the preparation of youth for responsible citizenship. Coronado Unified School District fosters a learning environment, which reinforces the concepts of self-discipline and the acceptance of personal responsibility. Students are expected to progress from being adult-directed to self-directed with minimal application of disciplinary measures.

To maintain an environment conducive to attaining the highest quality education, the District has certain disciplinary policies and regulations relating to student conduct. These policies and regulations will be enforced fairly, uniformly and consistently without regard to race, creed, color, or gender.

The Board recognizes that maintaining an environment, which promotes learning and protects the health, safety, and welfare of all students may require the suspension or expulsion of a student from regular classroom instruction. District policies and school site rules, which clearly identify district behavior standards, are given to every student and family at the beginning of the school year or upon enrollment. Each student and parent or guardian must read these standards, and sign and return the form indicating their understanding of the rules and consequences. The entire Board discipline policy and Administrative Regulations are available upon request at the District Office and each Principal's office.

STANDARDS FOR CIVIL BEHAVIOR

The Board of Education believes that interactions among individuals should be of a positive and productive nature. In accordance with this belief, the District's standard for civil behavior is that everyone is treated with fairness and respect, including fellow employees, students, parents, guardians, visitors, and anyone having business with the District. The District also expects that anyone having interaction(s) with employees of the District will treat them with professionalism, courtesy, dignity, and respect. Civil behavior is polite, controlled, and is the best means of accomplishing one's goals through self-expression, persuasion, and acknowledgement of others.

CORONADO UNIFIED SCHOOL DISTRICT
DISCIPLINE ACTION GUIDE
ADOPTED BY BOARD OF TRUSTEES: February 18, 2010
Education Code References: 48900 - 48926

The Coronado Unified School District Board of Education is committed to safe schools, which are drug and alcohol free. This Discipline Action Guide summarizes the causes and options for student discipline. Depending on the seriousness of the offense and the circumstances, any of the following offenses could lead to expulsion.

Students may be suspended or expelled if the offense is related to: a school activity on or off school grounds, or school attendance while on school grounds, or while going to or coming from school, or during lunch whether on or off campus, or during, going to, or coming from a school sponsored activity. After suspension, students return to an instructional program unless the suspension is extended by the Superintendent, in accordance with the requirements of the California Education Code. Individual schools may have additional rules/regulations unique to a particular campus, i.e., age, severity, and frequency of the act.

Although each element of this Discipline Action Guide is significant and each alleged violation considered on its merits, students, parents, and guardians are advised especially of the consequence of any student unlawfully possessing, using, selling, or otherwise furnishing, or being under the influence of any controlled substance, alcoholic beverage, or an intoxicant of any kind. If the presence of pupils involved in such conduct causes a continuing danger to the physical safety of those students and/or others, or if other means of correction have failed or are not feasible, the violation will result in consideration of expulsion by the Board of Trustees.

Students and their families need to be aware of State legislation and the changes that resulted in the local schools' policies, regulations and rules due to these State mandates. State laws require the immediate suspension by the Administration and expulsion by the Governing Board for the following six offenses:

- possessing, selling, or furnishing a firearm
- brandishing a knife at another person
- unlawful sale of a drug or controlled substance
- committing or attempting a sexual assault
- committing a sexual battery
- possession of an explosive (Education Code Section 48915 (c) (d))

Although school administrators have some discretion, principals and superintendents will generally recommend expulsion for the following offenses:

- causing a serious physical injury except in self defense
- possessing a knife, or other dangerous object
- unlawful possession and/or under the influence of a drug or controlled substance
- robbery or extortion
- assault or battery upon any school employee (Education Code Section 48915 (a))

A student may apply for readmission pursuant to District policy and administrative regulations. Mandatory expulsions are reviewed one calendar year from the date of order of the expulsion. Expulsions for other cases are reviewed not later than the last day of the semester following the semester in which the expulsion occurred. Education Code Section 48916 (a).

The following summaries of administrative actions are not all-inclusive and are not necessarily listed in order. Some of the other alternatives for administrators to assign as corrective measures for student misbehavior are listed as illustrations within the definition of administrative actions, within the Discipline Code definitions of this Discipline Action Guide. The Education Code, Board Policy, and Administrative Regulations, together with the circumstances of misconduct, will govern the discretion of the administrators. Copies of the Education Code, Board Policies, and Administrative Regulations are available in the principal's office and in the District office. It is the intent that these provisions be implemented to the fullest extent as permitted by law, to insure student misconduct results in appropriate consequences as determined by the administrators and the Board of Education. A contract of specific corrective action and consequences will also be developed by the administrator(s) for an individual student.

Please note: Many college and university applications ask whether a student has been suspended or expelled. It is the responsibility of the applicant to answer the question. Although the District does not report any disciplinary information on a student's mandatory permanent record (transcript), guidance counselors, or other District staff, may report suspensions and expulsions to colleges and universities if the information is requested.

<u>Offense</u>	<u>Administrative Actions</u>
<p><u>Fighting</u></p> <p>1. Caused, attempted to cause or threatened to cause physical injury to another person, or willfully used force or violence upon another person except in self-defense.</p> <p style="margin-left: 20px;">a. Without bodily injury and not premeditated</p> <ul style="list-style-type: none"> • Boxing is not a school-sanctioned sport or activity and is considered to be fighting. <p style="margin-left: 20px;">b. Horseplay leading to injury</p>	<ul style="list-style-type: none"> - Contact parents/guardian - SIT or out-of-school suspension - Contact police as necessary - Referral to the Student Study Team for academic and behavioral assessment <ul style="list-style-type: none"> - Out-of-school suspension - Contact police as necessary

Offense

Administrative Actions

c. With bodily injury

- Possible referral to the School Board for expulsion hearing
- Contact parents/guardian
- Contact police as necessary
- SIT
- Out-of-school suspension
- The District Superintendent, principal, or principal's designee, may determine to require a minimum of 20 hours of community service on school grounds during non-school hours in lieu of suspension or expulsion.
- Referral to the Student Study Team for academic and behavioral assessment
- Report of suspension and incident to Superintendent

d. With premeditation or second offense

- Referral to the School Board for expulsion hearing
- Contact parents/guardian
- Contact police
- Out-of-school suspension
- Referral to Independent Study or San Diego County Summit School pending expulsion hearing
- Referral to the Student Study Team for academic and behavioral assessment
- Report of suspension and incident to Superintendent
- Students are ineligible to participate in extra-curricular activities prior to the expulsion hearing
- If an offense occurs within 4 weeks of graduation/promotion, a student may not participate in the ceremony

e. With serious bodily injury

- Probable referral to the School Board for expulsion hearing
- Contact parents/guardian
- Contact police
- Out-of-school suspension
- Referral to Independent Study or San Diego County Summit School pending expulsion hearing
- Referral to the Student Study Team for academic and behavioral assessment
- Report of suspension and incident to Superintendent
- Students are ineligible to participate in extra-curricular activities prior to the expulsion hearing
- If an offense occurs within 4 weeks of graduation/promotion, a student may not participate in the ceremony

f. Assault or battery as defined in Penal Code Sections 240 and 242 upon any school employee

- Probable referral to the School Board for expulsion hearing
- Contact parents/guardian
- Contact police
- Out-of-school suspension
- Referral to Independent Study or San Diego County Summit School pending expulsion hearing
- Referral to the Student Study Team for academic and behavioral assessment
- Report of suspension and incident to Superintendent
- Students are ineligible to participate in extra-curricular activities prior to the expulsion hearing
- If an offense occurs within 4 weeks of graduation/promotion, a student may not participate in the ceremony

g. Aiding or abetting physical injury (as defined in Section 31 of the Penal Code)

- Out-of-school suspension
- Contact with parents/guardian
- Contact police as necessary
- Report suspension and incident to Superintendent
- Referral to Student Study Team for academic and behavioral assessment

Offense

Weapon

2. Possessed, sold or otherwise furnished any firearm, knife, explosive or other dangerous object (including fireworks); includes possession of an imitation (replica) of a firearm that would leave a reasonable person to believe it was real; includes brandishing a knife at another person

Controlled Substance

3. Unlawfully possessed, used, sold, or otherwise furnished or been under the influence of any controlled substance, as defined in Section 11053 et seq. and 11014.5 et seq. of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
 - a. offered, arranged or negotiated to sell, or sold the prescription drug Soma.
4. Unlawfully offered, arranged, or negotiated to sell any controlled substance, as defined in Health and Safety Code Section 11053 et seq. and 11014.5 et seq., an alcoholic beverage, or an intoxicant of any kind, and then either sold, delivered or otherwise furnished to any person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage or intoxicant

Robbery/Extortion

5. Committed or attempted to commit robbery or extortion

Administrative Actions

- Mandatory referral to the School Board for expulsion hearing for possessing, selling or otherwise furnishing a firearm and explosive and brandishing a knife at another person; for possession of knife and imitation firearm, probable referral to the School Board for expulsion hearing
 - Contact parents/guardian
 - Contact police
 - Out-of-school suspension
 - Referral to Independent Study or San Diego County Summit School pending expulsion hearing
 - Referral to the Student Study Team for academic and behavioral assessment
 - Students are ineligible to participate in extra-curricular activities prior to the expulsion hearing
 - If an offense occurs within 4 weeks of graduation/promotion, a student may not participate in the ceremony
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- Mandatory referral to the School Board for expulsion hearing as to unlawfully selling a controlled substance, for others, probable referral to the School Board for expulsion hearing
 - Contact parents/guardian
 - Contact police
 - Out-of-school suspension
 - Referral to Independent Study or San Diego County Summit School pending expulsion hearing
 - Referral to the Student Study Team for academic and behavioral assessment
 - Students are ineligible to participate in extra-curricular activities prior to the expulsion hearing
 - If an offense occurs within 4 weeks of graduation/promotion, a student may not participate in the ceremony
-
- Probable referral to the School Board for expulsion hearing
 - Contact parents/guardian
 - Contact police
 - Out-of-school suspension
 - Referral to Independent Study or San Diego County Summit School pending expulsion hearing
 - Referral to the Student Study Team for academic and behavioral assessment
 - Report of suspension and incident to Superintendent
 - Students are ineligible to participate in extra-curricular activities prior to the expulsion hearing
 - If an offense occurs within 4 weeks of graduation/promotion, a student may not participate in the ceremony
-
- Probable referral to the School Board for expulsion hearing
 - Contact parents/guardian
 - Contact police
 - Out-of-school suspension
 - Referral to Independent Study or San Diego County Summit School pending expulsion hearing
 - Referral to the Student Study Team for academic and behavioral assessment
 - Report of suspension and incident to Superintendent
 - Students are ineligible to participate in extra-curricular activities prior to the expulsion hearing
 - If an offense occurs within 4 weeks of graduation/promotion, a student may not participate in the ceremony

Offense

Sexual Assault

6. Committed or attempted to commit a sexual assault as defined in Education Code Section 48900 (n) or committed a sexual battery as defined in Penal Code Section 243.3

Threats/Intimidation

7. Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that student from being a witness or retaliating against that student for being a witness or both

Sexual Harassment

8. Sexually harassed "... unwelcome sexual advances, requests for sexual favors, or other verbal, visual or physical conduct of a sexual nature, made by someone from or in the educational setting..." (Grades 4-12)

Hate Violence

9. Hate violence "... caused, attempted to cause, threatened to cause, or participated in an act of, hate violence..." (Grades 4-12)

Intimidation of a Pupil

- 10 (a) Harassment, threats or intimidation "... intentionally engaged in harassment, threats, or intimidation, directed against a pupil or group of pupils, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder, and invading the rights of the pupil or group of pupils by creating an intimidating or hostile educational environment." (Grades 4-12)

**Bullying, including but not limited to harassment or intimidation through electronic media (cyber bullying)

Administrative Actions

- Mandatory referral to the School Board for expulsion hearing
- Contact parents/guardian
- Possible contact with Child Protective Services
- Contact police
- Out-of-school suspension
- Referral to Independent Study or San Diego County Summit School pending expulsion hearing
- Referral to the Student Study Team for academic and behavioral assessment
- Students are ineligible to participate in extra-curricular activities prior to the expulsion hearing
- If an offense occurs within 4 weeks of graduation/promotion, a student may not participate in the ceremony

- Possible referral to the School Board for expulsion hearing
- Contact parents/guardian
- Contact police
- Out-of-school suspension
- Referral to Independent Study or San Diego County Summit School pending expulsion hearing
- Referral to the Student Study Team for academic and behavioral assessment
- Report of suspension and incident to Superintendent
- Students are ineligible to participate in extra-curricular activities prior to the expulsion hearing
- If an offense occurs within 4 weeks of graduation/promotion, a student may not participate in the ceremony

- Possible referral to the School Board for expulsion hearing
- Contact parents/guardian
- SIT
- Out-of-school suspension
- The District Superintendent, principal or principal's designee, may determine to require a minimum of 20 hours of community service on school grounds during non-school hours in lieu of suspension or expulsion
- Referral to the Student Study Team for academic and behavioral assessment
- Report of suspension and incident to Superintendent

- Possible referral to the School Board for expulsion hearing
- Contact parents/guardian
- Contact police as necessary
- SIT
- Out-of-school suspension
- The District Superintendent, principal or principal's designee, may determine to require a minimum of 20 hours of community service on school grounds during non-school hours in lieu of suspension or expulsion
- Referral to the Student Study Team for academic and behavioral assessment
- Report of suspension and incident to Superintendent

- Possible referral to the School Board for expulsion hearing
- Contact parents/guardian
- Contact police
- SIT
- Out-of-school suspension
- The District Superintendent, principal, or principal's designee, may determine to require a minimum of 20 hours of community service on school grounds during non-school hours in lieu of suspension or expulsion
- Referral to the Student Study Team for academic and behavioral assessment

Offense

- (b) Hazing...any method of initiation or pre initiation into a student organization or student body or any pastime or amusement engaged in with respect to these organizations which causes, or is likely to cause, bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any pupil or other person.

Vandalism

11. Caused or attempted to cause damage to school or private property

Theft

12. Stole or attempted to steal school or private property

Paraphernalia

13. Unlawful possession of or offered, arranged, negotiated to sell drug paraphernalia as defined in Health and Safety Code Section 11014.5

Tobacco

14. Possessed or used tobacco or any nicotine product in any form

- Possession of lighter/matches is not allowed

Obscene Act/Profanity

15. Committed an obscene act or engaged in habitual profanity or vulgarity including profanity to supervising adult or flagrant profanity to student

Administrative Actions

- Report of suspension and incident to Superintendent
- Possible referral to CRG for counseling, anger management, and/or other interventions for bullying

- Possible referral to the School Board for expulsion hearing
- Contact parents/guardian
- Contact police as necessary
- SIT
- Out-of-school suspension
- The District Superintendent, principal or principal's designee, may determine to require a minimum of 20 hours of community service on school grounds during non-school hours in lieu of suspension or expulsion
- Referral to the Student Study Team for academic and behavioral assessment
- Report of suspension and incident to Superintendent
- Restitution for damages

- Possible referral to the School Board for expulsion hearing
- Contact parents/guardian
- Contact police as necessary
- SIT
- Out-of-school suspension
- The District Superintendent, principal or principal's designee, may determine to require a minimum of 20 hours of community service on school grounds during non-school hours in lieu of suspension or expulsion
- Referral to the Student Study Team for academic and behavioral assessment
- Report of suspension and incident to Superintendent
- Restitution for damages

- Possible referral to the School Board for expulsion hearing
- Contact parents/guardian
- Contact police as necessary
- SIT
- Out-of-school suspension
- The District Superintendent, principal or principal's designee, may determine to require a minimum of 20 hours of community service on school grounds during non-school hours in lieu of suspension or expulsion
- Referral to the Student Study Team for academic and behavioral assessment
- Report of suspension and incident to Superintendent

- Contact parents/guardian
- SIT
- Detention
- Sit/Saturday School
- Out-of-school suspension

- Possible referral to the School Board for expulsion hearing
- Contact parents/guardian
- Detention
- SIT
- Out-of-school suspension
- The District Superintendent, principal or principal's designee, may determine to require a minimum of 20 hours of community service on school grounds during non-school hours in lieu of suspension or expulsion
- Referral to the Student Study Team for academic and behavioral assessment
- Report of suspension and incident to Superintendent

Offense

Sexting

16. Distribution or display of any inappropriate image or text especially of a sexual nature, via any media

Receipt of Stolen Property

17. Knowingly received stolen school property or private property

Disruption/Defiance

18. Disruption of school activity or otherwise willfully defied the authority of supervisors, teachers, administrators, school officials or other school personnel engaged in the performance of their duty (including by way of example repetition of numbers 20, 26, 27, 28, 29 or other provisions or directives of school employees)

Terrorist Threat

19. Terrorist threat within the meaning of Education Code Section 48900.7 (against school official and/or school property)

Attendance

20. Truancy/unexcused absence

21. Tardies

Administrative Actions

- Possible referral to the School Board for expulsion hearing
- Contact parents/guardian
- Detention
- SIT
- Out-of-school suspension
- The District Superintendent, principal or principal's designee, may determine to require a minimum of 20 hours of community service on school grounds during non-school hours in lieu of suspension or expulsion
- Referral to the Student Study Team for academic and behavioral assessment
- Report of suspension and incident to Superintendent

- Possible referral to the School Board for expulsion hearing
- Contact parents/guardian
- Contact police as necessary
- SIT
- Out-of-school suspension
- The District Superintendent, principal or principal's designee, may determine to require a minimum of 20 hours of community service on school grounds during non-school hours in lieu of suspension or expulsion
- Referral to the Student Study Team for academic and behavioral assessment
- Report of suspension and incident to Superintendent
- Restitution for damages

- Possible referral to the School Board for expulsion hearing
- Contact parents/guardian
- Detention
- SIT
- Out-of-school suspension
- Saturday School
- The District Superintendent, principal or principal's designee, may determine to require a minimum of 20 hours of community service on school grounds during non-school hours in lieu of suspension or expulsion
- Referral to SARB (School Attendance Review Board)
- Referral to the Student Study Team for academic and behavioral assessment
- Report of suspension and incident to Superintendent

- Possible referral to the School Board for expulsion hearing
- Contact parents/guardian
- Detention
- SIT
- Out-of-school suspension
- Saturday School
- The District Superintendent, principal or principal's designee, may determine to require a minimum of 20 hours of community service on school grounds during non-school hours in lieu of suspension or expulsion
- Referral to SARB (School Attendance Review Board)
- Referral to the Student Study Team for academic and behavioral assessment
- Report of suspension and incident to Superintendent

- Contact parents/guardian
- Loss of credit from the class for day of absence
- Detention
- Saturday School
- SIT
- Referral to the Student Study Team for academic and behavioral assessment
- Possible transfer to alternative program
- Referral to SARB (School Attendance Review Board)

- Detention
- Saturday School
- Referral to SARB (School Attendance Review Board)

Offense

Gang-related Activities

22. **Gang-related activities:** Activities, which imply gang membership or affiliation by written communication, hand gestures or signs, drawing, painting, design, or emblem upon any school or personal property or one's own person.

Graffiti

23. **Graffiti,** including buildings, furniture, clothing, book covers, notebooks, etc., containing offensive or obscene symbols, signs, slogans, or degrading any culture, gender, religious or ethnic value

Other Violations

24. **Skateboarding, rollerblading, roller skating, or bike or scooter riding on campus.** (Bikes must be locked in bike racks. The schools are not responsible for lost or stolen property.) Skateboards, roller blades, and scooters are not allowed on campus
25. **Littering**
26. **Bus Misconduct**
27. **Cheating and plagiarism, including unauthorized distribution of school materials**
- Improper testing procedures, including but not limited to use of electronic media, communicating with others, moving from designated seat
28. **Forgery of any school documents**
29. a) **Student athlete driving him/herself without permission and/or transporting other students to sporting events**
- b) **Student driving him/herself without permission to, from, or during school sponsored field trips**
Student driving other student(s) to, from, or during school sponsored field trips

Administrative Actions

- Possible referral to the School Board for expulsion hearing
- Contact parents/guardian
- Contact police as necessary
- SIT
- Out-of-school suspension
- The District Superintendent, principal or principal's designee, may determine to require a minimum of 20 hours of community service on school grounds during non-school hours in lieu of suspension or expulsion
- Referral to the Student Study Team for academic and behavioral assessment
- Referral to the Student Study Team for academic and behavioral assessment
- Report of suspension and incident to Superintendent
- Restitution for damages

- Possible referral to the School Board for expulsion hearing
- Contact parents/guardian
- SIT
- Out-of-school suspension
- The District Superintendent, principal or principal's designee, may determine to require community service on school grounds during non-school hours in lieu of suspension or expulsion
- Possible referral to the Student Study Team for academic and behavioral assessment
- Report of suspension and incident to Superintendent
- If graffiti is gang-related, referral to police

First Offense:

- Contact parents/guardian
 - Confiscate for two weeks and return to parents/guardian
- Second Offense: ***
- Same as above plus Saturday School

- Detention or Saturday School
- Community service on school grounds during non-school hours

- Contact parents/guardian
- Detention or Saturday School
- SIT
- Denial of bus use

- Contact parents/guardian
- Unsatisfactory citizenship grade for grading period or semester
- Saturday School
- SIT
- Out-of-School Suspension
- "0" on assignment
- Possible referral to the Student Study Team for academic and behavioral assessment

- SIT
- Saturday School
- Exclusion from school activity(ies)

- Contact parents/guardians
- Out-of-school suspension
- Consequences specified in required Student Athletic Contract including, but not limited to, not participating in practices and contests for a specific time

Offense

30. Possession or improper use of electronic media, including but not limited to cameras, phones, pagers, media players, and laser pointers ** Education Code 48901.5

31. Violation of District Technology Use Agreement

Administrative Actions

First Offense:

- Confiscate for specified time to be determined by site principal and return to parents/guardian
- Saturday School
- SIT
- Detention

Second offense: *

- Confiscate for specified time to be determined by site principal and return to parents/guardian
- Out-of-school suspension
- The District Superintendent, principal or principal's designee, may determine to require a minimum of 20 hours of community service on school grounds during non-school hours in lieu of suspension
- Referral to the Student Study Team for academic and behavioral assessment
- Report of suspension and incident to Superintendent
- Possible referral to School Board for expulsion

- Suspend/Revoke user privileges
- Saturday School
- SIT
- Detention
- Out-of-school suspension
- Possible referral to School Board for expulsion

* Any offense beyond the second is considered habitual, willful defiance of authority

** Cell phones and electronic pagers must be turned off and kept out of sight while students are in class. This includes all classes both indoors and out; special events, assemblies; and performances. Cell phones and electronic pagers must be kept in students' pockets or bags during class time. Refer to school handbooks for specific requirements for elementary schools, middle school and high school. Schools assume no responsibility for loss or damage of cell phones or pagers.

DISCIPLINE CODE DEFINITIONS

Administrative Action	Alternative corrective measures for administrators to assign for student behavior infractions include those as listed within administrative actions, together with other options such as, but not limited to, counseling, note to home, telephone call to home, essay, behavior contract, school service, community service, altered schedule, limited day, after school detention, in-school suspension, home suspension, Saturday School, parent shadowing, Student Study Team, denial of attendance at or participation in school events and/or athletic activities, referral to the Coronado Response Group, et cetera.
Bullying	Persistent teasing, name calling, or social exclusion; overt physical acts that cause interference with another's activities or physical pain.
Expulsion	Student may not attend school in Coronado Unified School District
Expulsion Hearing	Student is referred to the Board of Education for a hearing. Board can decide to expel, not expel, or expel with suspension of enforcement, which means that student returns to school and must adhere to specified conditions.
Possible Referral for expulsion	The administrator may exercise his or her discretion to recommend expulsion and accordingly refer the matter to the Board of Education of Coronado Unified School District for a hearing.
Probable Referral for expulsion	Although the administrator possesses discretion, it is significantly much more likely than not that the administrator will recommend expulsion and refer the student's misconduct to the Board of Education for an expulsion hearing.
Suspension	Student may not attend his/her school or school events for a specified period of time. Conditions for suspension are listed in the California Education Code and Board policy. In lieu of one day of home suspension and with approval of a site administrator and the applicable teacher (s), a parent may come to school and attend all classes and lunch with the student.
SIT (Student Intervention Time)	Student is assigned to a separate supervised area on campus for a specified time (1 to 5 days) and then returns to regular classes. This may include restriction from school sponsored events, such as but not limited to: sports, dances, field trips, etc.
Detention	Student is assigned a Friday afternoon detention for one or two hours for violating school code or policy. Parents are notified and students are responsible for working quietly on academic course work.
Saturday School	Student is assigned a Saturday School if he/she receives a referral to the office from a teacher or breaks certain rules in the Disciplinary Action Guide. Saturday School starts promptly at 8:00 a.m. and concludes at 12:00 noon.
Community Service	Individualized community service may be recommended for a specified number of hours.
Student Study Team	A group at each school, comprised of teacher(s), administrator(s), and support staff for the purpose of reviewing a student's academic progress and emotional well-being. The team can initiate academic and behavioral interventions such as parent escort, daily or weekly progress reports, contracts, modified schedule, and parent-teacher conferences, and suggest referrals to outside agencies.
Coronado Response Group (CRG)	The purpose of the Coronado Response Group is to offer community resources for youth including drug and alcohol information and support groups, mentoring, community service and restitution. Participation in the program is voluntary on the part of the youth and the family. Referral to Coronado Response Group may be made by local law enforcement as well as by administrators for non-expellable offenses, and as a condition for the suspension of enforcement of expulsion, by the School Board.
Extra-curricular Activities	Extra-curricular activities may include, but are not limited to: games, drama and musical performances, cheerleading, student government activities, dances, special school-sponsored events or trips outside the regular school day, and other extended day activities.
Independent Study	An individualized educational program for students who do their school work at home. Students meet with the teacher once a week for about one-hour to review their previous week's assignments and to pick up their new assignments for the following week.
Palm Academy	Continuation high school program serving students.
SARB (School Attendance Review Board)	An agency composed of parents, representatives of the District, and community, such as law enforcement, welfare agencies, probation, various youth service agencies, and mental health, whose members meet to combine expertise and resources on behalf of the student referred to them. They work to address persistent problems related to truancy, attendance, or behavior.

CORONADO UNIFIED SCHOOL DISTRICT DRESS CODE

In order to maintain the best educational atmosphere in our District and to provide for the safety of the students, dress standards have been created. A committee of administrators, teachers, parents, and students determined which items should be worn. Determination of violation is based on staff and administrator judgment.

No clothing or appearance deemed to be disruptive or inappropriate to the education process or apparel containing offensive or obscene symbols, signs, slogans, or degrading any culture, gender, sexual orientation, religious or ethnic value is permitted. In particular, clothing, or apparel, accessories or jewelry with language or symbols oriented toward violence, gangs, sex, drugs, alcohol, tobacco, or vandalism is not allowed.

REFER TO SCHOOL HANDBOOKS FOR SPECIFIC REQUIREMENTS

Additional Guidelines Include:

Dresses, Shirts and Blouses:	No plunging necklines (no cleavage is to show), no backless tops, no strapless tops, no see through fabric, no visible midriff, no halter tops, no tops with less than 1" straps, no extremely revealing clothing or fabric.
Pants, Shorts, Skirts, and Dresses:	Cannot be excessively long, cannot be excessively short: <u>no</u> articles of clothing shorter than mid-thigh (natural placement of fingertips on leg must be touching clothing). Boys and girls undergarments cannot be exposed. No extremely revealing fabrics.
Hats:	No hats or hoods whether or not gang related or otherwise inappropriate may be worn indoors. Hats or hoods may be worn outdoors for purposes of sun protection, provided prior written authorization from the parent, guardian or a medical practitioner is provided to and approved by the site principal or the principal's designee.
Jewelry:	No accessories including jewelry with spikes or which could be used as weapons.
Shoes:	Footwear <u>must</u> be worn at all times (no slippers).
Other Exclusions:	No swimwear. No sleepwear.

Gang-Related Attire

If any group of students is wearing attire, which is perceived as threatening or which police indicates is related to gangs, the attire in question will be added to the list of prohibited items.

Prohibited gang-related items may include:

- Chains/wallets connected to dangling chains
- Jewelry or clothing with gang symbols
- Monikers/initialed belt buckles
- Exposed gang-related tattoos
- Bandanas
- Clothing/apparel with insignias identified with gangs
- Clothing with gang-style writing

Guidelines for Administrative Actions:

1 st Offense	Warning, parents contacted, change of clothes.
2 nd Offense	All of above and Saturday School.
3 rd Offense	Suspension.