



MARTIN COUNTY SCHOOL DISTRICT

CODE OF STUDENT CONDUCT

2026 – 2027



The School Board of Martin County, Florida

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Dr. Brian Moriarty, Vice-Chair – District 5

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Superintendent

Michael Maine

A Note from the Superintendent



Dear MCSD Community,

A new school year invites us to think boldly about what is possible for our students. In the Martin County School District, that begins with a shared conviction that every child deserves strong support, meaningful challenge, and the confidence to discover who they can become. For more than a century, our District has been deeply rooted in the community we serve, guided by a commitment to students, families, and educators. Since 1925, that commitment has shaped a legacy of excellence that continues to move Martin County forward.

Our work continues to be guided by a clear vision for excellence. Through intentional, data-driven planning and purposeful action, we are focused on creating learning environments where every student is challenged, supported, and inspired to reach their full potential. High expectations, paired with strong systems of support, continue to shape the decisions we make on behalf of students each day.

At the Martin County School District, All In Martin reflects the shared commitment behind our work. It speaks to a district united around student success. Where the schools, families, and the community work together to open doors, expand possibilities, and prepare students for their futures. It also represents our responsibility to ensure graduates leave our schools ready for the next chapter, equipped with the skills and confidence to succeed in a world constantly evolving.

This vision comes to life through the collective efforts of the Martin County School Board, our educators, staff, families, and community partners. Every adult who serves our students plays an essential role in cultivating a culture of excellence—one grounded in respect, responsibility, and care for one another. Together, we create schools where students feel connected, valued, and empowered to succeed.

As we move forward, we do so with purpose by turning vision into action and progress into lasting impact. By working together, we honor our history while shaping a future defined by achievement and success for every learner we serve.

Thank you for your continued trust and partnership. I look forward to another year of growth and success across the Martin County School District.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Maine". The signature is stylized and includes a horizontal line at the end.

Michael Maine
Superintendent of Schools

Unified Mission: Educate ALL students for success.

The Martin County School District is dedicated to providing the highest quality education to every student in our schools. This Code serves as a transparent resource, designed to keep students, parents, guardians, and district staff well-informed about the strategies we use to support and maximize student success. We greatly value the partnership with our parents and community in achieving this important mission.

The Code of Student Conduct supports a positive learning and working environment. The Code helps to provide guidelines designed to maintain a safe and orderly school environment where staff and students thrive and feel safe, supported, and celebrated.

As part of the Code, every school:

promotes a caring and responsive environment.

provides a safe and secure learning environment.

facilitates staff training and support to build positive learning and work environments for meeting the needs of all students.

provides effective positive behavior support systems.

administers all discipline systems in a fair and consistent manner.

NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY

Any form of discrimination or harassment can be devastating to an individual's academic progress, social relationships, and/or personal sense of self-worth. As such, the School Board will not discriminate nor tolerate harassment in its educational programs or activities.

The Board also does not discriminate on the basis of protected classes in its employment policies and practices as they relate to students.

Equal educational opportunities shall be available to all students, without regard to the protected classes, age (unless age is a factor necessary to the normal operation or the achievement of any legitimate objective of the program/activity), place of residence within the boundaries of the District, or social or economic background, to learn through the curriculum offered in this District. Educational programs shall be designed to meet the varying needs of all students (Board Policy 2260).

SCHOOL COMMUNITY RESPONSIBILITIES

Each member of the school community plays an important role in the creation of a safe, supportive, and positive school climate. All community members, including school staff and administration, parents/guardians, community organizations, and students, are responsible for promoting school environments that support teaching and learning.

Students are expected to follow the Code of Student Conduct standards, federal and state laws, and school board policies while on school grounds, at school-sponsored activities and events, bus stops, and while being transported to and from school or school-related programs/activities and events. This includes behavior or digital communication that causes a disruption to the school learning environment or causes risks or threats to the school. The responsibilities outlined below apply to all students regardless of instructional model (i.e., brick and mortar and virtual).

RESPONSIBILITIES OF STUDENTS

- Attend all classes on time and be prepared to learn.
- Maintain open communication with teachers through email, learning platform, and FOCUS.
- Submit coursework on time as outlined in the pacing guide or as assigned by your teacher.
- Follow classroom rules and expectations and demonstrate good citizenship.
- Report threats and hazardous or dangerous situations to an adult in authority.
- Follow the rules of conduct/behavior, demonstrate respect for school property, and follow the Student Network and Internet Acceptable Use and Safety Agreement.
- Treat others with dignity and respect.
- Do not discriminate, bully, or harass.
- Do not bring or possess illegal items and substances, including weapons.
- All of the above pertain to online learning platforms.
- In addition, online students must participate actively in class through discussions, posts, and other assignments as directed by the teacher.
- Please reference School Board Policy 5780 – Student/Parent Rights for additional information.
- Do not make threats to other students or school sites.
- Do not disrupt the learning environment of a classroom.

RESPONSIBILITIES OF PARENTS/GUARDIANS

- Encourage appropriate student behavior.
- Monitor your child's progress through the FOCUS Parent Portal and support learning.
- Share concerns with school officials as they arise.
- Adhere to all school safety protocols.
- Provide current contact information.
- Notify the school of any custody changes or other legal matters that relate to school.
- Ensure your child attends school and notify the school of any absences.
- Participate in your child's school activities, conferences, and problem-solving meetings as applicable.
- Maintain your child's safety when attending any event as a spectator.
- Visit your child's school and observe in a classroom and/or extra-curricular activities consistent with school processes and procedures.
- Remit payment for damage done to school district property by a student, including lost or damaged books and teaching materials. If property or damages are not restored, schools may require student loss of extracurricular activity privilege or participation in community service.
- Please reference School Board Policy 5780 – Student/Parent Rights for additional information.

RESPONSIBILITIES OF SCHOOL STAFF AND ADMINISTRATION

- Promote a positive, safe, and supportive school climate.
- Provide interventions through a multi-tiered system of support and implement corrective interventions with consistency.
- Recognize, encourage, and reinforce appropriate and positive conduct by all students.
- Communicate and respond to parents/guardians in a way that is accessible and easily understood.
- Participate in professional development (e.g., non-academic barriers, student engagement, etc.).
- Provide each student with due process.
- Provide a learning environment for every student in the classroom.
- Use exclusionary measures as a last resort, and in accordance with district policies.
- Provide students with makeup work when students are not in class.
- Provide supervision on school premises for a reasonable period (i.e., 30 minutes before and after school), and while attending or participating in a school-sponsored activity.
- Involve School Resource Officers when required.
- Orient students to class expectations, including all students in online learning platforms.



***Do You
Know the
ABCV's
of the
Code of
Student
Conduct?***

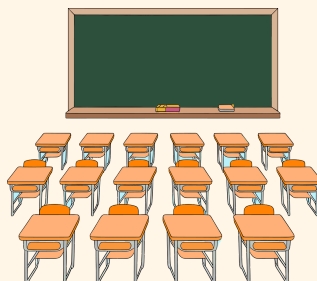
Attendance



Bullying



Classroom Behavior



Vaping



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SECTION I ATTENDANCE



ATTENDANCE

**MISSING SCHOOL CAN LEAD
TO LEARNING GAPS AND
REDUCED ACADEMIC PROGRESS.**

**TARDINESS IS CONSIDERED EXCESSIVE
WHEN A STUDENT IS LATE 4 OR MORE
TIMES A QUARTER.**

STUDENT ATTENDANCE

TARDINESS

Tardiness is defined as an arrival to school or class after the designated time, or after the tardy signal has sounded. When tardiness becomes excessive -- four (4) or more times per nine-week grading period -- the parent/guardian will be notified by the school. Progressive interventions will be initiated by the MTSS Individual Problem-Solving Team. Additionally, consequences may be applied, such as detention or lunch detention.

EARLY DEPARTURE

An early departure is any unexcused departure prior to the end of the class or school day. Parents are encouraged to keep students in school for the entire school day with minimum interruptions or requests for early dismissal. Early dismissals interfere with classroom instruction. Dismissal within the final 30 minutes of the school day is prohibited unless the Principal determines that it is an emergency, or the student has a medical, dental, or court appointment that cannot be rescheduled.

STUDENT

Rights	Responsibilities
- To receive information on rules policies and procedures about attendance - To not be penalized for excused absences - For excused absences, students shall have up to three school days to complete make-up work. Principals or designee may grant extensions.	- Attend classes - Arrive on time - Provide assigned school with reason for absence - Virtual students must submit assignments according to the course pacing guide and are expected to work in their courses regularly each

PARENT

Rights	Responsibilities
- Parents and students have the right to receive information on rules, policies, and procedures about attendance. - Be contacted by principal or designee when there are any attendance concerns, including tardies and absences. - Parents can view and monitor attendance on FOCUS.	- Absences must be reported to the school by the parent or adult student within two (2) days (48 hours) electronically, in writing, or by phone. - Coordinate vacation days with school calendar. - Meet with appropriate problem-solving team regarding attendance concerns and questions.

STAFF

Teachers shall record and report all absences each period and contact attempts in the student information system (FOCUS) and to the principal or principal's designee

- Parents will be contacted when a student has three (3) unexcused or unexplained absences
- When a student has at least five (5) unexcused or unexplained absences within a calendar month, or ten (10) unexcused or unexplained absences within a ninety (90) calendar day period a referral will be made to the appropriate problem-solving team
- Students that accumulate 15 unexcused absences within 90 calendar days will be reported to the Department of Highway Safety and Motor Vehicles for suspension of driving privileges in accordance with Florida law; students without a license may be restricted from obtaining one until requirements are met.
- Team may determine that a student is habitually truant and should refer to F.S. 984.151.

EXCUSED ABSENCES The following factors are deemed to be reasonable excuses for students' school absences:

- Personal illness of the student (medical evidence may be required by the principal or designee for absences exceeding five (5) consecutive days). - Court appearance of the student. - Medical appointment of the student. - Pregnancy-related issues (see also Policy 5751). - Approved school activity. - Insurmountable conditions. Insurmountable conditions are extreme weather conditions, communicable disease outbreaks, and local conditions determined by the District which, after taking into account the materials circumstances, would render impracticable a student's attendance at school. (F.A.C. 6A-1.09513). - Significant community events with prior permission of the principal.	- Other absences with prior approval of the principal or designee. - Attendance at a center under Children and Families Services supervision. - Religious instruction or religious holiday. - Death in the immediate family. - Appointments for a therapy service provided by a licensed health care practitioner or behavior analyst certified pursuant to Florida law for the treatment of autism spectrum disorder including, but not limited to, applied behavioral analysis, speech therapy, and occupational therapy. - Extenuating circumstances determined by the Superintendent or designee in accordance with State laws and Board rules.
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*Prior permission is required by the principal or designee except in cases of emergencies. Absences not listed above shall be documented as unexcused.

Additional Attendance Information is available on the MCSD website under the department of Student Services. Florida Statutes: F.S. 1003.01, F.S. 984.151, 1002.20, 1003.02, 1003.21, 1003.23, 1003.24, 1003.26, 1003.27 School Board Policy: 5200



SECTION II CORRECTIVE INTERVENTIONS AND STUDENT SERVICES

MULTI-TIERED SYSTEM OF SUPPORTS (MTSS)

Martin County School District uses Positive Behavior and Intervention Supports (PBIS) as the MTSS framework that promotes student positive behavior and success through instruction, supports, and interventions.

PBIS – All schools within the district utilize the PBIS framework and adopt evidence-based or research-informed programs and/or strategies that support their students' needs and promote a safe, positive school environment where students are recognized and feel supported.

Tier 1 – Core/Universal Interventions for all students include strategies that are used to teach socially acceptable behavior. These strategies maximize students' abilities to problem-solve and help develop a sense of responsibility and confidence in one's ability. They also serve to help prevent issues before they start.

Tier 2 – Supplemental/Targeted Interventions are provided for a subset of students for whom Tier 1 supports alone are insufficient. Tier 2 supports, and interventions are more intense, and may narrow the FOCUS of instruction and intervention, extend the time allotted for intervention or otherwise make a meaningful change in the instructional day.

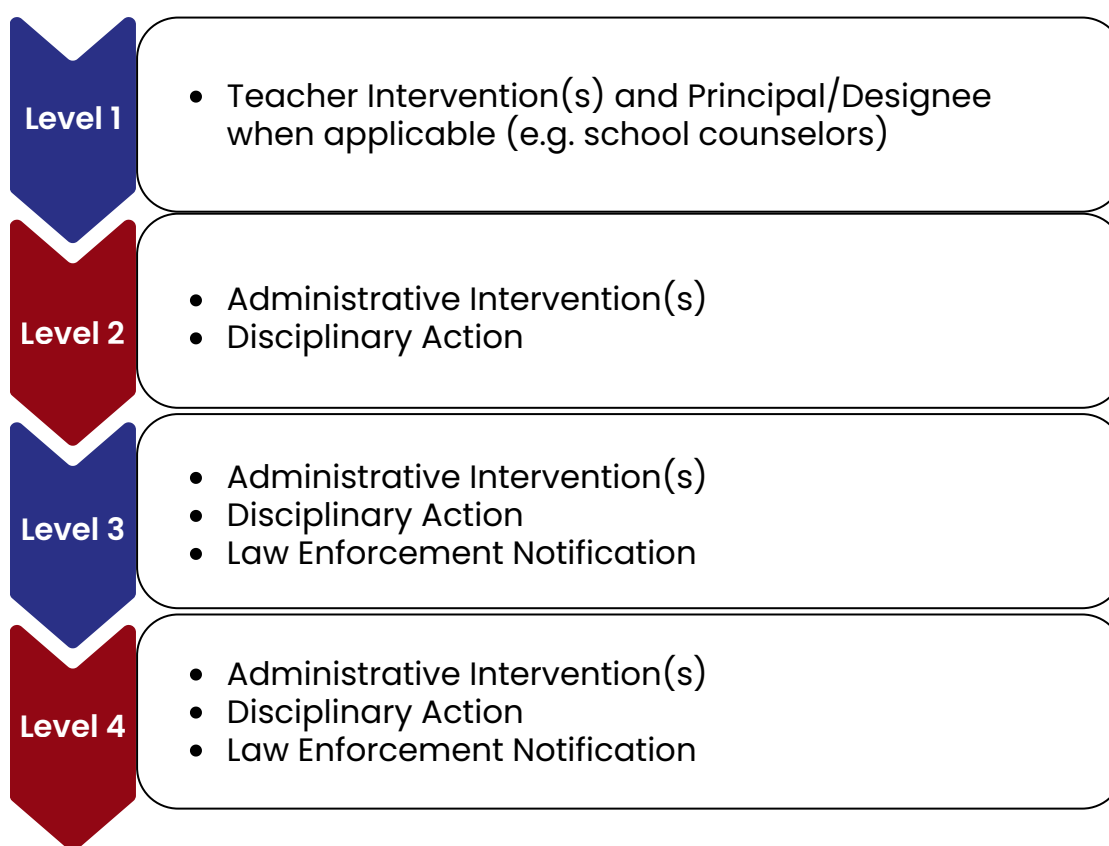
Tier 3 – Intensive/ Individualized Interventions are typically provided to a small percentage of students who require intensive levels of support. These supports and interventions are designed to help students overcome academic and non-academic barriers to learning.



CORRECTIVE ACTION STRATEGIES AND INTERVENTIONS

Corrective interventions are designed to promote student learning and modify off-task behavior. When deciding upon levels of interventions, teachers and administrators will consider developmental factors, student exceptionalities, and environmental sensitivities. Other considerations include patterns of established behavior and the intent and severity of the offense. School teams will adhere to policies and procedures communicated in state statutes and board policies.

- Teachers address each behavior in Level 1 with a minimum of two (2) separate interventions.
- Administrators are responsible for ensuring appropriate interventions are delivered in Levels 2 – 4.
- Students may face expulsion and legal consequences for behaviors described in Level 4.



Note to parents: We believe in all students having an educational environment that is conducive to learning. If you have concerns regarding your child's learning environment, please contact your child's principal.

5511 – STUDENT DRESS CODE

A. Right – The School Board recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference. The School Board will not interfere with the right of students and their parents to make decisions regarding their appearance, however, the standards of appearance for students shall ensure that the student be clean, neat, and properly dressed. They shall observe modes of dress and standards of personal grooming which are in conformity with the studious atmosphere and good personal hygiene necessary in schools. Furthermore, it is the responsibility of the principal to see that the dress or appearance of no student shall be extreme to the point of creating a disturbance or is hazardous to oneself, others, or school property. The dress code shall be incorporated into the Student Code of Conduct.

B. Responsibility – Students have the responsibility to dress neatly, be clean, and well-groomed, and avoid dressing in a manner that offends or distracts others.

C. Procedures – The following procedures are established to promote discipline, maintain order, secure the safety of students, and provide a healthy environment conducive to academic purposes.

1. Clothing that exposes the torso is not allowed. Clothing that displays/exposes cleavage is not allowed. The following examples include but are not limited to what is considered unacceptable: tube tops, tank tops, spaghetti straps and halters, bare back or midriff clothing, skin-tight clothing, see-through clothing, and bathing suits (except with permission for specified events). Leggings and skinny jeans are permitted when paired with a looser top extending to a minimum of the hip bone.
2. Skirts, skorts, and dresses may be no shorter than two (2) inches above the top of the knee. Shorts must cover the entire buttocks at all times.
3. Appropriate undergarments must be worn but shall not be exposed, i.e., boxer shorts, underwear, or bras. Pajamas shall not be worn to school. Sports bras are considered undergarments.
4. Students must wear shoes at all times. Slippers or shoes with containers, cleats, wheels, or tap shoes are prohibited. Athletic shoes may be required for physical education classes. Shoes with laces and/or straps must be secured at all times.

For safety reasons, elementary students may not wear sandals or open-toe shoes. Elementary and middle school students are not permitted to wear flip-flops or shoes without a back. Middle school students may wear open-toe shoes with a back strap.

5. Headgear (with the exception of safety helmets) are not to be brought to school unless for medical purposes. Students may wear sunglasses, hats, or other sun-protective wear while outdoors during school hours, such as when students are at recess.
6. No clothes or accessories with metal studs, ornaments, chains, or other objects which can scratch furniture, damage property, or cause harm to oneself or others, may be worn.
7. Clothing, jewelry, and accessories shall not convey messages that are crude; vulgar/profane; violent/death-oriented (Gothic); gang-related; sexually suggestive; and/or promoting alcohol, drugs, or tobacco.
8. Clothing which is not worn appropriately, is not properly fastened, or has tears or holes exposing skin above the knee will not be permitted.
9. Pants, jeans, slacks, and shorts must be worn to the top of the hipbone or higher. Pants must be secured at the hip, must not be baggy or oversized and the hem of the pant leg must not drag on the ground.
10. No hairstyle, jewelry, or tattoo that is a distraction to the learning environment is allowed.
11. All students enrolled in a vocational program must dress to reflect current business and industry standards for the particular program.

These samples are not all-inclusive but serve as a guide for individual schools. Individual schools may have a stricter dress code proposed by the school advisory council (SAC), and then approved by the School Board prior to implementation, but all such restrictions must be justifiable with a rationale related to the health, safety, or welfare of the students as stated in F.S. 1011.78:

1. Encouraging students to express their individuality through personality and academic achievements, rather than outward appearance.
2. Enabling students to focus on academics, rather than fashion, because they are able to convey a neat, serious, and studious image.
3. Minimizing disciplinary problems because students are not distracted by clothing.
4. Reducing the time needed to correct dress code violations through a readily available inventory of compliant attire.
5. Minimizing visible differences between students and eliminating social pressures to wear brand-name clothing or colors to show gang affiliation, thereby easing financial pressures on parents and enhancing school safety.
6. Creating a sense of school pride and belonging.

All school dress code guides should be reviewed and approved by the Superintendent/Superintendent's designee before implementation.

D. Violation of Dress Code

1. Students may be subject to disciplinary action for violation of dress code.
2. Students may be provided alternate clothing at school to comply with the dress code.
3. Parents may be requested to bring alternative clothing to the school.
4. Pursuant to F.S. 1006.07(2)(d)2

Any student who violates the school dress code is subject to the following disciplinary actions:

1. For a first offense, a student shall be given a verbal warning and the school principal shall call the student's parent or guardian.
2. For a second offense, the student is ineligible to participate in any extracurricular activity for a period of time not to exceed five (5) days and the school principal shall meet with the student's parent or guardian.
3. For a third or subsequent offense, a student shall receive an in-school suspension pursuant to s.1003.01(5) for a period not to exceed three (3) days, the student is ineligible to participate in any extracurricular activity for a period not to exceed thirty (30) days, and the school principal shall call the student's parent or guardian and send the parent or guardian a written letter regarding the student's in-school suspension and ineligibility to participate in extracurricular activities.



CLASSROOM BEHAVIOR

RESPECT THE

LEARNING

ENVIRONMENT.

FOLLOW CLASSROOM

RULES AND

EXPECTATIONS.

LEVEL 1

Level 1 infractions are acts of misconduct that interfere with the orderly operation of the classroom, a school function, extracurricular/co-curricular program or approved transportation and include repeated acts of misconduct and acts directed against people or property that do not seriously endanger the health or safety of others.

LEVEL 1 minor infractions are any acts that disrupt the routine and order at school (in or out of the classroom), during extracurricular activities, or while waiting for or riding school-provided transportation.	Teachers are primarily responsible for implementing a minimum of two (2) Level 1 corrective interventions. Administrators may also apply corrective interventions and address behaviors that are referred by transportation staff.
INFRACTIONS Disrespect: Verbal or nonverbal behaviors directed toward peers or adults that undermine respectful communication, including dismissive gestures or other actions that signal disrespect. Disrespect for Others' Property: Acts involving improper, unauthorized, or careless treatment of another individual's property, including touching, taking, using, moving, or misusing belongings. Dress Code: Not adhering to dress code policy 5511 and/or approved school-based dress code. ID violation: Failure to visibly wear your current school issued ID on front upper torso (defacing/altering ID prohibited). Inappropriate Location: Presence of the student in an unapproved location and/or during an unapproved time. Inappropriate Touching /Public Display of Affection (PDA): Engaging in clearly inappropriate contact not suitable in a school setting. Leaving Class or Designated Area Without Permission: Leaving a classroom or educational experience without staff permission but remaining on the campus. Skiping Class: Unauthorized absence from assigned class. Tardy: Late Reporting to class or school function Dress Code: Any student who violates the dress code shall be subject to disciplinary action per F.S. 1006.07(2)(d)2 which includes the following consequences: - For a first offense, a student shall be given a verbal warning, and the school principal shall call the student's parent or guardian. - For a second offense, the student is ineligible to participate in any extracurricular activity for a period of time not to exceed 5 days and the school principal shall meet with the student's parent or guardian. - For a third or subsequent offense, a student shall receive an in-school suspension for a period not to exceed 3 days, the student is ineligible to participate in any extracurricular activity for a period not to exceed 30 days, and the school principal shall call the student's parent or guardian and send the parent or guardian a written letter regarding the student's in-school suspension and ineligibility to participate in extracurricular activities.	CORRECTIVE INTERVENTIONS ELEMENTARY and SECONDARY - Conflict Resolution - Paired with a mentor - Parent/guardian contact - Parent/guardian conference - Preferential seating/proximity control - Referral to School Counselor and/or other mental health professional - Referral to MTSS team: multiple referrals will result in a referral to the MTSS (Multi-Tiered System of Support) Team for a review of student success to make recommendations for interventions and supports with parental approval - Re-teach rules and behavior expectations - Return of property, payment for same (parent responsibility if a minor), or restitution for damages - Schedule change (if possible and appropriate) - Written apology DISCIPLINE CONSEQUENCES ELEMENTARY and SECONDARY - Bus Suspension - Confiscation of item, with or without return to parent, (if the item is illegal, or being held by law enforcement as evidence the item may not be released to parent) - Detention (before or after school) - Extended Friday or Saturday detention (if available) - Lunch detention - Re-teach Expectations - Time out - Verbal reprimand/warning - Withdrawal of privileges which may include, but not be limited to computer access, participation in extracurricular activities, bus riding privileges, and/or parking privileges, etc. - Repeated violations of the Code of Student Conduct may result in revocation of School Choice eligibility. *Discipline matrices can be found starting on page 55

Administrative Procedures

- Teachers must implement at least two (2) interventions from the list above per infraction before continuation to Level 2.
- Parent outreach via phone must be attempted in good faith to discuss student concerns.
- All contacts and corrective interventions must be documented in the student information system (FOCUS).

LEVEL 2

Level 2 infractions are acts of misconduct that include repeated misconduct acts from Level 1, serious disruptions of school order, unethical acts, and threats to the health, safety and property of others. A student who commits a Level 2 infraction may also be subject to criminal proceedings.

LEVEL 2 infractions are more serious and may be repeated events that impact the learning environment and/or well-being of self or others.

Administrators or designee are responsible for implementing Level 2 corrective interventions, in addition to Level 1 interventions.

INFRACTIONS

1. **Ammunition Possession:** Possession of any projectiles together with their fuses, propelling charges, and primers that are fired from guns.
2. **Assault on Employee and/or Student (non-SESIR):** An intentional threat on an employee and/or student by word or act to do violence to another person, or doing some act that creates a well-founded fear in another person that such violence is imminent without subjecting them to physical attack.
3. **Buying/Selling Unauthorized Items:** Buying and selling of items and/or materials that have not been previously approved by the principal and/or designee. (SB Policy 5830)
4. **Cheating/Plagiarism:** Willful or deliberate unauthorized use of the work of another person or the use of Artificial Intelligence for academic purposes, or inappropriate use of notes or other material in the completion of an academic assignment or test. Artificial Intelligence (AI), can be defined as systems that produce work which utilizes generative pre-trained transformer (GPT) technology or similar large language model software that mimics a person's decision-making capability. Students who assist others in the act of cheating by providing information or assistance may also face disciplinary action. In addition to corrective measures, the assignment, quiz, or test may be scored as 0.
5. **Defiance/Insubordination:** Refusal or failure to comply with a direction or an order from a staff member. Failure to comply with state law, school board policy, local school rule, behavior contracts, or classroom rules. Repeated behavior which ignores correction such as but not limited to; refusal to depart a restroom or changing facility designated for the opposite sex. (SB Policy 7421)
6. **Disruption:** Conduct or behavior which interferes with or disrupts the teaching and learning process, the orderly process of the school environment, a school function, or extracurricular or co-curricular activities. (Includes, but is not limited to, loud talk, sustained out of seat behavior, etc.).
7. **Elopement:** Intentional leaving or running away from assigned area and/or staff supervision and not returning.
8. **Failure to Report:** Failure to report to an office or area as designated by staff.
9. **False Accusation Against Staff:** Making any claim that is unfounded and may jeopardize the person's professional reputation.

CORRECTIVE INTERVENTIONS

ELEMENTARY and SECONDARY

- Class change
- Functional Behavior Assessment (FBA) and Behavior Intervention Plan if needed based on FBA
- Paired with a mentor
- Refer to MTSS for Tier 3 Intervention (initiation or modification)
- Referral to the REACH Program if age eligible
- Referred for counseling
- Any Level 1 Corrective Intervention

DISCIPLINE CONSEQUENCES

ELEMENTARY and SECONDARY

- Bus suspension ten (10) days or less
- Class Change
- Confiscation of item, with or without return to parent, (if the item is illegal, or being held by law enforcement as evidence the item may not be released to parent)
- Detention (before or after school)
- Extended Friday or Saturday detention (if available)
- In- school suspension (if available) Not to be used for attendance or tardiness
- Lunch Detention
- Out-of-school suspension 5 days or less
- Time out
- Verbal reprimand/warning
- Withdrawal of privileges which may include, but not be limited to computer access, participation in extracurricular activities, bus riding privileges, and/or parking privileges, etc.
- Recommendation to Alternative Placement (secondary only)
- Fees may be applied for laptop damages or vandalism
- Repeated violations of the Code of Student Conduct may result in revocation of School Choice eligibility.

*Discipline matrices can be found starting on page 55

INFRACTIONS CONTINUED

10. **False/Misleading Information or Dishonesty:** (including but not limited to forgery): Making of a false or misleading communication, whether orally, in writing, or by other medium, to a school staff member with either the intent to deceive the staff member or under circumstances which would be reasonably calculated to deceive the staff member, but without intending or causing any person to be deprived of property or possessions. (e.g., forging parent's name). Intentionally providing non-valid or misleading information or the withholding of valid information to a school system staff member.

11. **Fighting (non-SESIR):** Two or more individuals participating in physical conflict with both parties engaged. Applies whether there is minor injury or no injury AND when engaged parties stops on verbal command.

12. **Illegal/ Secret Organizations:** Establishing, joining or participating in the initiation to any group that is not approved by school administration (including a "criminal street gang" as defined by section 874.03 FS) on school system property, at a school function or extracurricular activity.

13. **Inciting Others:** The willful act of inciting, leading or participating in any disruption or disturbance which interferes with the educational process, or which can result in damage or destruction to public or private property, which may include fighting or cause personal injury to participants and others.

14. **Indecent Exposure:** To be naked or otherwise exhibit or exposure of sexual organs, buttocks or breasts.

15. **Inappropriate behavior (other):** Any inappropriate behavior not elsewhere defined in the Code of Student conduct (to include horseplay).

16. **Inappropriate Use of Technology:** Unauthorized or non-instructional use of technology during instructional time, including but not limited to casual gaming, non-academic browsing, streaming media, altering computer settings, or accessing unapproved websites.

17. **Laptop Damages:** Laptop damage occurs when a district-issued laptop is damaged beyond normal wear and tear. A student may be held responsible if, after an investigation, it is determined that it is more likely than not that the student caused the damage. This infraction may result in disciplinary action and a fee for repair or replacement of the device.

18. **Leaving School Without School and Parent/Guardian Approval:** Leaving campus without school and parent/guardian approval.

19. **Disrespect (Level 2):** Any act(s), including oral or written communication, with or without provocation by a student or a group that according to social norms causes a disruption, humiliation, shame, embarrassment, or is demeaning.

20. **Inappropriate Physical Contact/ Scuffling:** A non-serious/inappropriate physical contact such as pushing. This may include mutual or non-mutual physical contact, that results in no injury or minor injury to the victim parties engaged in this behavior.

21. **Non-Prescription (OTC) Drug Possession/Use/Distribution:** Possession/Use/Distribution of any medication, other than prescription medication. If being used for chemical intoxication (See level 3 DRU). Examples might include cold medications, dietary supplements, etc. Per HB 1537 A student may possess and use a medication to relieve headaches while on school property or at a school sponsored event or activity without a physician's note or prescription if the medication is regulated by the United States Food and Drug Administration for over-the-counter use to treat headaches.

22. **Pantsing:** Pulling down someone's pants/shorts/trousers, revealing underwear/undergarments or body parts.

23. **Possession of a Stolen Item:** Possession of an item stolen by someone else.



INFRACTIONS CONTINUED

24. Possession of Contraband Materials: Possession, use and/or distribution of materials or items which are forbidden at school, school-sponsored events, or on school transportation, includes but are not limited to matches, lighters, ammunition, fireworks, and lasers. Contraband shall be confiscated and may not be returned to students. Possession of a common pocketknife or other item that is not designed or constructed for use as an offensive weapon may be considered under this heading even if: (1) there has been no threatening or intimidating display of the item; (2) the item does not constitute a "concealed weapon" as defined in Section 790.001(3), Florida Statutes; (3) the item is not a gun or firearm of any type, and (4) no criminal charge is filed against the student as a result of the incident being reported to and investigated by law enforcement, as required by this Code.

25. Profane, Obscene, Abusive Language or Materials: The use of oral or written language or the drawing of pictures or the use of photographs, videos, recordings that include weapons, racial slurs, gang-related/cult-related gestures or signs and objects or pictures, photographs, videos, recording which are disrespectful or socially unacceptable and which tend to disrupt the orderly school environment, a school function or extracurricular/curricular activity.

26. Profanity to School District Employees: Any use of profanity and/or obscene gesture directed at any Martin County School District staff member.

27. Theft (Up to \$749.99): Stealing of an item or possession of an item stolen by someone else.

28. Threat to Harm (non-criminal): Making a verbal or written statement or violent gesture which does not meet criminal criteria. The threat is vague and indirect; the information contained in the threat is implausible or seems unlikely to be carried out.

29. Threat to Property of Staff: Threat to harm property of a staff member. Examples might be written, or verbal threats made directly to the staff member or shared with other students or staff. This could include a threat to "key" a staff member's car or break into a home.

30. Unsafe Act: Endangering the safety of oneself or others.

31. Vandalism (Up to \$999.99): Destruction of property with a repair or replacement value of up to \$999.99. This does not include a Martin County School District Student Laptop (refer to infraction #17 in Level 2 for student laptop damages).

32. Vehicle/Parking Violation: Any misconduct or repeated misconduct that involves misuse of a vehicle. May lead to law enforcement penalties. Examples might include (but are not limited to) speeding on campus or unauthorized parking.



Administrative Procedures

- Parent/guardian notification is required for all Level 2 infractions and interventions.
- Parent outreach via phone must be attempted in good faith to discuss student concerns.
- All contacts, corrective interventions and consequences must be documented in the student information system (FOCUS).



BULLYING

**BULLYING
WILL NOT
BE TOLERATED.
SEE SOMETHING,
SAY SOMETHING.**

LEVEL 3

Level 3 acts of misconduct are serious and may result in a recommendation for expulsion. All infractions must be reported to the Student Services Department. A student who commits a Level 3 SESIR (School Environmental Safety Incident) infraction will be reported to law enforcement and may be subject to criminal proceedings. Appropriate Level 3 infractions must be coded into data using SESIR codes for data collection by the Florida Department of Education. The definitions of these events are provided directly by the FLDOE. *SESIR infractions must include SESIR approved corrective interventions.

LEVEL 3 infractions reflect a need for more intensive intervention responses given the severity of impact in the school environment, to property damage, or to engagement of self/others.

Administrators or designee are responsible for implementing minimum Level 3 corrective interventions, in addition to Level 1 and 2 interventions.

INFRACTIONS

1. **Alcohol (ALC- Level IV) (FS562.111) SESIR:** Possession, sale, purchase, distribution, or use of alcoholic beverages. Use means the person is caught in the act of using, admits to use or is discovered to have used in the course of an investigation. Alcohol incidents cannot be Drug-related.
3. **Burglary (BRK- Level II) (FS 810.02) SESIR:** Unlawful entry into or remaining in a dwelling, structure, or conveyance with the intent to commit a crime therein.
4. **Bullying (BUL- Level IV) (FS1006.147; SB Policy 5517.01 & 7540) SESIR:** Systematically and chronically inflicting physical hurt or psychological distress on one or more students or employees. Bullying includes instances of cyberbullying, as defined in Section 1006.147(3)(b), F.S. Bullying may include, but is not limited to, repetitive instances of teasing, social exclusion, threats, intimidation, stalking, physical violence, theft, harassment, public or private humiliation, or destruction of property. If the physical harm or psychological distress is not the result of systematic or chronic behavior, evaluate for Harassment. Hope Scholarship Information. Bullying must include 3 elements: It must be repeated, intentional, and involve an imbalance of power.
5. **Criminal Mischief (felony Vandalism - \$1,000 threshold) (VAN - Level III) SESIR:** Willfully and maliciously injuring or damaging by any means any real or personal property belonging to another, including, but not limited to, the placement of graffiti thereon or other acts of vandalism thereto. Incidents that fall below the \$1,000 threshold are not reportable in SESIR, but instead should be reported as locally defined incidents according to district policies.
6. **Disruption on Campus-Major (DOC- Level III) (FS790.162 and 790.163) SESIR:** Disruptive behavior that poses a serious threat to the learning environment, health, safety, or welfare of others. Examples of major disruptions include bomb threats, inciting a riot, or initiating a false fire alarm. (Do not use this code for students defying authority, disobeying or showing disrespect to others, using inappropriate language or gestures, or classroom disruption).

CORRECTIVE INTERVENTIONS

ELEMENTARY and SECONDARY

- Class Change
- Functional Behavior Assessment (FBA) and Behavior Intervention Plan if needed based on FBA
- Paired with a mentor
- Refer to MTSS for Tier 3 Intervention (initiation or modification)
- Referral for counseling
- Any Level 1 and/or Level 2 Corrective Interventions

DISCIPLINE CONSEQUENCES

ELEMENTARY and SECONDARY

- Bus suspension ten (10) days or less
- Confiscation of item, with or without return to parent, (if the item is illegal, or being held by law enforcement as evidence the item may not be released to parent)
- Device Confiscation (for wireless device violations only)
- Expelled, without Continuing Educational Services
- In-school suspension (if available). Not to be used for attendance or tardiness
- Out-of-School suspension 10 days or less
- Recommendation to Alternative Placement
- Recommendation for Expulsion
- Referral to the REACH Program, if age eligible
- Suspension Extended, Pending Hearing* Expelled, with Continuing Educational Services
- Fees may be applied for laptop damages or vandalism
- Repeated violations of the Code of Student Conduct may result in revocation of School Choice eligibility.

*Discipline matrices can be found starting on page 52



INFRACTIONS CONTINUED

7. Drug Sale or Distribution (excluding alcohol) (DRD- Level II) (FS 577.111 and 893.147) SESIR: The manufacture, cultivation, purchase, sale, or distribution of any drug, narcotic, controlled substance or substance represented to be a drug, narcotic, or controlled substance. (This offense includes the recipient.)

8. Drug Use/Possession (excluding alcohol) (DRU- Level III) (FS 499.03) SESIR: (illegal drug possession or use) The use or possession of any drug, narcotic, controlled substance, or any substance when used for chemical intoxication (including OTC substances). Use means the person is caught in the act of using, admits to use or is discovered to have used in the course of an investigation.

9. Extortion: Willful or malicious threats of harm, injury, or violence to the person, property, or reputation of another with the intent to obtain money, information, services, or items of material worth.

10. Fighting (FIT- Level III) SESIR: When two or more persons mutually participate in use of force or physical violence that requires either physical intervention or results in injury requiring first aid or medical attention. Lower-level fights, including pushing, shoving, or altercations that stop on verbal command are not required to be reported in SESIR.

11. Grand Theft (\$750 threshold) (STL- Level III) SESIR: The unauthorized taking of the property of another person or organization, including motor vehicles, valued at \$750 or more, without threat, violence, or bodily harm. Incidents that fall below the \$750 threshold are not reportable to SESIR, but instead should be reported as locally defined incidents according to district policies. Thefts of property of any value that involve a use of force, violence, assault, or putting the victim in fear must be reported as Robbery.

12. Harassment (HAR- Level IV) (FS 1006.147 and SB Policy 5517) SESIR: Any threatening, insulting, or dehumanizing gesture, use of data or computer software, or written, verbal, or physical conduct that places a student or school employee in reasonable fear of harm to his or her person or damage to his or her property: has the effect of substantially interfering with a student's educational performance, opportunities, or benefits, or has the effect of substantially disrupting the orderly operation of a school, including any course of conduct directed at a specific person that causes substantial emotional distress in such a person and serves no legitimate purpose. Instances of Harassment that are chronic or repeated in nature should be evaluated for Bullying or Bullying-related.

13. Hazing (HAZ- Level III) (FS 1006.135) SESIR: Any action or situation that endangers the mental or physical health or safety of a student at a school with any grades 6 through 12 for purposes of initiation or admission into or affiliation with any school-sanctioned organization. Hazing includes, but is not limited to pressuring, coercing, or forcing a student to participate in illegal or dangerous behavior, or any brutality of a physical nature, such as whipping, beating, branding, or exposure to the elements.



INFRACTIONS CONTINUED

14. **Off-Campus Felony:** Suspension proceedings, pursuant to rules of the State Board of Education, may be initiated against any enrolled student who is formally charged with a felony, or with a delinquent act which would be a felony if committed by an adult, by a proper prosecuting attorney for an incident which allegedly occurred on property other than public school property, if that incident is shown, in an administrative hearing with notice provided to the parents of the student by the principal of the school pursuant to rules adopted by the State Board of Education and to rules developed pursuant to s. 1001.54, to have an adverse impact on the educational program, discipline, or welfare in the school in which the student is enrolled (FS 1006.09).

15. **Other Major Incidents (OMC- Level III) SESIR (major incidents that do not fit within the other definitions):** Any serious, harmful incident resulting in the need for law enforcement consultation not previously classified. This includes any drug or weapon found unattended and not linked to any individual; such incidents must be coded with the appropriate Related element (such as Drug-related or Weapon-related) and incident involvement must be reported as unknown. Examples include, but are not limited to: student knowingly uses counterfeit money, participates in gambling activities, possessing pornographic materials, and possessing drug paraphernalia.

16. **Vaping Paraphernalia:** The possession of any equipment, product, device, material, or item of any kind that can be linked to a vape product that does not contain tobacco or nicotine. This includes but is not limited to vape pens, cartridges, or any equipment, product, device, material, or item related to vape devices. Vape devices or products with evidence of tobacco or nicotine must be reported as SESIR Tobacco. Paraphernalia related to drugs must be reported as SESIR Other Major Incidents.

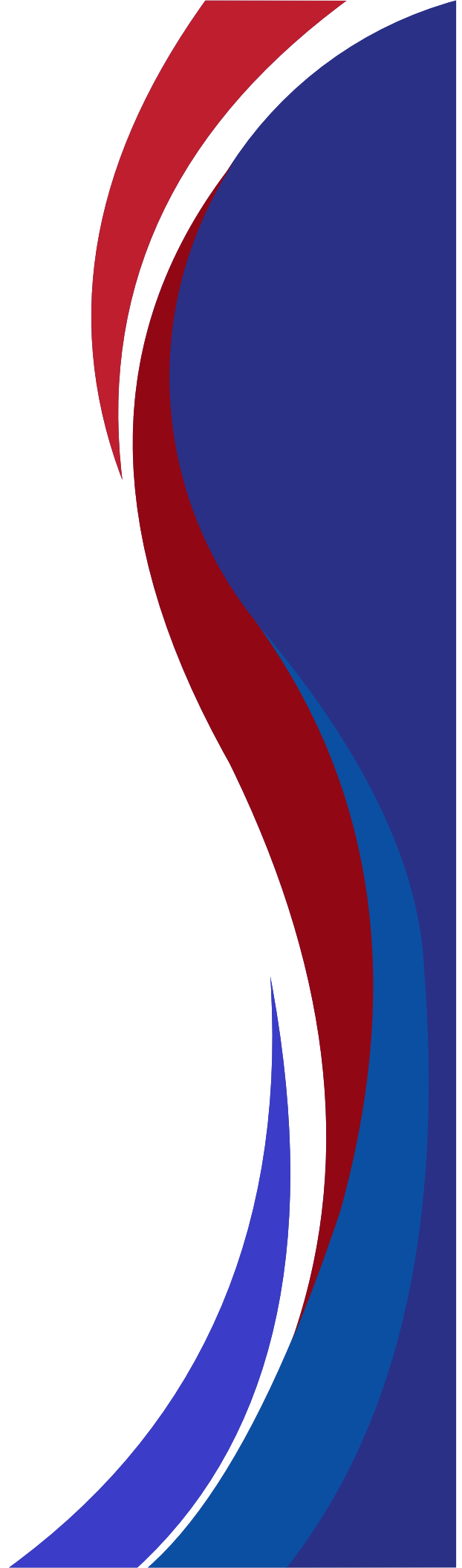
17. **Pornographic Materials:** Being in possession of or sharing illustrations or pictorial displays of nudity. Refer to Other Major Incidents for graphics depicting sexual acts.

18. **Robbery (ROB- Level II) (FS 812.13(1)) SESIR:** The taking or attempted taking of money or other property from the person or custody of another with the intent to permanently or temporarily deprive the person or owner of the money or other property under the confrontational circumstances of force, or threat of force or violence, and/or by putting the victim in fear. A key difference in Grand Theft and Robbery is that Robbery involves violence, a threat of violence or assault, and putting the victim in fear.

19. **Sexual Harassment (SXH- Level III) SESIR** (Title IX of The Education Amendments of 1972): Unwelcome conduct of a sexual nature, such as sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. Harassing conduct can include verbal or nonverbal actions, including graphic and written statements, and may include statements made through computers, cellphones, and other devices connected to the Internet. The conduct can be carried out by school employees, other students, and non-employee third parties.

20. **Sexual Offenses (Other) (SXO- Level III) (FS 800) SESIR:** Other sexual contact, including intercourse, without force or threat of force. Includes subjecting an individual to lewd sexual gestures, sexual activity, or exposing private body parts in a lewd manner. (Law enforcement must be notified to investigate.)

21. **Simple Battery (PHA - Level II) SESIR:** An actual and intentional touching or striking of another person against his or her will, or the intentional causing of bodily harm to an individual.



INFRACTIONS CONTINUED

22. Technology Infraction (major): Misuse of a computer/technology, to include personal wireless communication devices, with malicious intent. Examples may include "system hacking" or making unauthorized changes to operating systems, breaking into restricted accounts or networks, modifying or destroying files without permission, illegally copying software, taking/sending malicious texts, videos, recordings, or photos (including on social media), etc. (Also see #26. Wireless Device/ Cell Phone Infraction)

23. Threat/Intimidation (TRE- Level III) (FS 836.05) SESIR: An incident where there was no physical contact between the offender and victim, but the victim reasonably believed that physical harm could have occurred based on verbal or nonverbal communication by the offender. This includes nonverbal threats (e.g., brandishing a weapon) and verbal threats of physical harm which are made in person, electronically or through any other means.

24. Tobacco (TBC- Level IV) (FS 386.212) SESIR: The possession, sale, purchase, distribution, or use of tobacco or nicotine products on school grounds, at school-sponsored events, or on school transportation by any person under the age of 21. Tobacco incidents cannot be Drug-related.

25. Trespassing (TRS- Level III) (FS 810.08) SESIR: To enter or remain on school grounds, school transportation, or at a school-sponsored event, without authorization or invitation and with no lawful purpose for entry. Only incidents involving a student currently under suspension or expulsion, or incidents where any offender (student or non-student) was previously issued an official trespass warning by school officials, or where any offender was arrested for trespass are required to be reported in SESIR. Trespass incidents that did not have a prior official warning, did not result in arrest, or did not involve students under suspension or expulsion should be reported as locally defined incidents according to district policies.

26. Wireless device / cell phone Infraction: Unauthorized use of wireless communication devices (to include cell phones, smart watches, earbuds, etc.). A cell phone or wireless device visible or in use on campus during school hours will be taken away and only returned to the parent/guardian at a time designated by the school administration. Board Policy 5136

27. Wireless device / cell phone - Defiance: A student refusing to relinquish any wireless communication device to an adult or administrator after unauthorized use.



Administrative Procedures

For all Out of School Suspensions (OSS) Principals must ensure a student re-entry plan is created.

- Parent/guardian notification is required for all Level 3 infractions and interventions.
- Administrators must lead investigations, make referrals to individual problem-solving teams and for mental health services (as appropriate and in accordance with s. 1012.584(4), F.S.), and ensure coordination and fidelity of interventions.
- Given the significant risk for nicotine addiction among e-cigarette users, interventions for vaping/e cigarette/nicotine must include an evidence-based/research-informed intervention designed to address their behavior violation.
- All contacts, corrective interventions and consequences must be documented in the student information system (FOCUS).
- SESIR Incidents (Florida Dept of Education three letter SESIR Codes reported directly to the State)
- School administrators must adhere to school board policy 5500 regarding law enforcement reports and consultation

CELL PHONE / WIRELESS DEVICES CORRECTIVE INTERVENTIONS – A CELL PHONE OR WIRELESS DEVICE VISIBLE OR IN USE ON CAMPUS DURING SCHOOL HOURS WILL BE TAKEN AWAY AND ONLY RETURNED TO THE PARENT/GUARDIAN AT A TIME DESIGNATED BY THE SCHOOL ADMINISTRATION. Repeated violations will result in additional and progressive corrective interventions.



WIRELESS DEVICES

**WIRELESS DEVICES ARE
LEVEL 3 INFRACTIONS.
ANY VISIBLE DEVICES
WILL BE CONFISCATED.**

LEVEL 4

In accordance with the requirements of Florida Statute FS 1006.13, the School Board of Martin County has adopted a policy of zero tolerance with regard to school violence, possession or use of weapons and other crime(s) as part of a comprehensive approach to reducing school violence and crime. The recommendation of expulsion is mandatory for the following offenses committed at any time this code applies:

Level 4 infractions are most significant and represent gross misconduct for which the most significant interventions of last resort are reserved, including out-of-school suspension and expulsion.	Administrators or designee are responsible for implementing Level 4 corrective interventions, in addition to Levels 1 – 3 interventions.
INFRACTIONS 1. Aggravated Battery (BAT–Level I) (FS 784.081) SESIR: A battery where the attacker intentionally or knowingly causes more serious injury as defined in Rule 6A-1.0017(8) (g), such as; great bodily harm, permanent disability, or permanent disfigurement; uses a deadly weapon; or where the attacker should have known the victim was pregnant. 2. Arson (ARS) (FS 806.031) SESIR: Intentionally setting fire on school property when bodily injury is involved. To damage or cause to be damaged, by fire or explosion, any dwelling, structure, or conveyance, when there is bodily injury. Note: Arson is a "Violent Incident if it Results in Bodily Injury" and must be reported in the related element "Injury-Related". All fires are reported to authorities so they can be investigated for intent. Report only intentionally set fires to SESIR. 3. Homicide (HOM) (FS 782.04 and 782.07) SESIR: Murder, manslaughter. The unjustified killing of one human being by another. 4. Kidnapping (KID) (FS 776.08) SESIR: Abduction of an individual. Forcibly, secretly, or by threat, confining, abducting, or imprisoning another person against his or her will and without lawful authority. 5. Sexual Assault (SXA) (FS 776.08) SESIR: An incident that includes fondling, indecent liberties, child molestation, or threatened rape. Both males and females can be victims of sexual assault. 6. Sexual Battery (Rape)(SXB) (FS 794.011) SESIR: Forced or attempted oral, anal, or vaginal penetration by using a sexual organ or an object simulating a sexual organ, or the anal or vaginal penetration of another by any body part or foreign object. Both males and females can be victims of sexual battery. 7. Weapons Possession (WPO) (SB Policies 5772 & 7217; FS 790.001 (6) and (13): Possession of a firearm or any instrument or object that can inflict serious harm on another person or that can place a person in reasonable fear of serious harm. (Possession of a common pocketknife is exempted from 31 state zero tolerance expulsion requirement FS 1006.07(2); however, law enforcement should be notified of any weapon or knife, including pocketknives, for investigation.)	DISCIPLINE CONSEQUENCES Middle & High School Students: For the following infractions a student will be suspended for a minimum of 10 days and recommended for expulsion. The superintendent reviews all recommendations for expulsion. The student will also be reported to law enforcement for prosecution. NOTE: Elementary students may receive the same consequences; however, all discipline recommendations will be reviewed by the Superintendent/designee prior to final decisions being made.

Administrative Procedures

For all Out of School Suspensions (OSS) Principals must ensure a student re-entry plan is created.

- The school must refer the student to mental health services identified by the school district if a student brings a firearm or weapon and/or makes a substantive threat or false report.
- Parent/guardian consultation is required for all Level 4 infractions and interventions.
- Administrators must lead investigations, make referrals to individual problem-solving teams and for mental health services (as appropriate and in accordance with s. 1012.584(4), F.S.), and ensure coordination and fidelity of interventions.
- All contacts and corrective interventions must be documented in the student information system (FOCUS).
- SESIR Incidents (Florida Dept of Education three letter SESIR Codes reported directly to the State)
- School administrators must adhere to school board policy 5500 per s. regarding law enforcement reports and regarding law enforcement reports and consultation.





VAPING

**VAPING AND VAPING DEVICES
ARE PROHIBITED
TO PROTECT THE HEALTH
OF STUDENTS AND STAFF**

TOBACCO/VAPING INFRACTION DECISION TREE

Student is in the possession of a vape device and/or is in the act of using, admits to using or is discovered to have used a vape device or product. Device is tested by SRO.

Evidence of a vape device with or without a cartridge that does not contain tobacco or nicotine. Report to SRO & Vaping Paraphernalia L3.

1st Offense

- Referral for Paraphernalia (L3) in FOCUS.
- 3 days ISS or 2 days in abeyance with completion of the appropriate TPP course.
- Referral to DATA.

2nd Offense

- Referral for Paraphernalia (L3) in FOCUS.
- 5 days of ISS or 3 days in abeyance with completion of the appropriate TPP course.

3rd Offense

- Referral for Paraphernalia (L3) in FOCUS.
- 10 days OSS.
- REACH required with parent participation.

Evidence of tobacco/nicotine products such as vape pens, electric cigarettes, etc. Report to SRO & SESIR Tobacco (TBC L3).

1st Offense

- Referral for Tobacco (TBC) in FOCUS.
- 3 days ISS or 2 days in abeyance with completion of the appropriate TPP course.
- Referral to DATA or SSSW.

2nd Offense

- Referral for Tobacco (TBC) in FOCUS.
- 5 days of ISS or 3 days in abeyance with completion of the appropriate TPP course.

3rd Offense

- Referral for Tobacco (TBC) in FOCUS.
- 10 days OSS.
- REACH required with parent participation.

Evidence of THC Products. Report to SRO & SESIR Drug Use/Possession (DRU L3).

1st Offense

- Referral for Drug Use/Possession (DRU) in FOCUS.
- 10 days OSS and REACH in lieu of Alternative Placement (9 weeks).
- Referral to DATA or SSSW.

2nd Offense

- Referral for Drug Use/Possession (DRU) in FOCUS.
- 10 days OSS and recommendation for Alternative Placement (18 weeks).
- REACH required, if not completed.

3rd Offense

- Referral for Drug Use/Possession (DRU) in FOCUS.
- 10 days OSS.
- Recommendation to Alternative Placement (18 weeks)
- REACH required with parent participation.

Note: Repeat offenses (4+) for L3 infractions will be handled progressively and result in higher consequence levels.

**If a student has previously enrolled in REACH and later receives an infraction for Tobacco or Drug Use/Possession while in the same school level (middle or high school), the student is not eligible for REACH in lieu of alternative placement.*



SECTION III

STUDENT'S DUE PROCESS RIGHTS

Notice:

It is the goal of the Martin County School District to keep students in their scheduled education environment. However, at times, it is necessary to remove a student from their schedule for disciplinary reasons. Procedures for those situations are outlined in this chapter following SB policies 5611 Due Process Rights and 5610 Removal, Out-of-School Suspension, and Expulsion of Students. In the case of students with disabilities, suspensions and disciplinary alternative education placement shall be conducted pursuant to SB Policy 5605.

School Board Policy 5611 – Due Process Rights

The School Board recognizes the importance of safeguarding a student's constitutional rights, particularly when subject to the District's disciplinary procedures.

To better ensure appropriate due process is provided a student, the School Board establishes the following regulations which District administrators shall use when dealing with students:

A. Students subject to suspension: Prior to a suspension (as outlined in SB Policy 5610), a student will receive oral and written notice of the charges and an explanation of the evidence against him/her. As part of the investigation, the Principal or designee will hold an informal meeting to give the student an opportunity to explain his/her side of the story. The Principal or designee will make a good faith effort to inform a student's parent by telephone of a suspension and reasons for it. An appeal may be addressed to the Principal whose decision will be final.

B. Students assigned to alternative placement at a non-traditional school for 18 weeks or more: The Principal will initially follow procedures for out of school suspension. A student and his/her parent/guardian will be given written notice of the Principal's recommendation and the reasons thereof and an opportunity to meet with a representative of the Superintendent to answer the charges. The parent/guardian of a student assigned to an alternative placement at a non-traditional school for 18 weeks or more has the opportunity to appeal their case to the School Board by requesting a hearing in writing.

C. Students subject to expulsion: Prior to expulsion (as outlined in MCSB Policy 5610), a student and his/her parent/guardian will be given written notice of the Principal's recommendation and the reasons therefore, and an opportunity to meet with a representative of the Superintendent to answer the charges. The student and/or his/her parent or guardian shall also be provided a brief description of the student's rights and of the hearing procedure. The School Board shall act on the Superintendent's recommendation for an expulsion.

In determining whether disciplinary action set forth in this policy is to be implemented, District administrators shall use a preponderance of evidence standard. Further, any individual charged with making a disciplinary determination under this policy shall retain all documents, electronically stored information ("ESI"), and electronic media (as defined in SB Policy 8315 – Information Management (i.e., "Litigation Hold")) created and/or received as part of an investigation.

The documents, ESI, and electronic media (as defined in SB Policy 8315) retained may include public records and records exempt from disclosure under Federal (e.g., FERPA, ADA) and/or State law – e.g., student records and confidential medical records.

In addition, this statement of due process rights is to be placed in the Code of Student Conduct (see: SB Policy 5500) in a manner that will facilitate understanding by students and their parents.

F.S. 1001.51, 1002.20, 1006.07, 1006.09

Adopted Date: 06/21/2016

Revised: 07/26/2022

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Procedures for In-School Suspension

A student violates the Code of Student Conduct



Prior to an assignment to in school suspension, the student will receive oral and written notice of the infraction(s), explanation of the evidence and parental notification. The principal or designee will provide the student an opportunity to explain their side of the story per School Board Policy 5611 Due Process Rights.



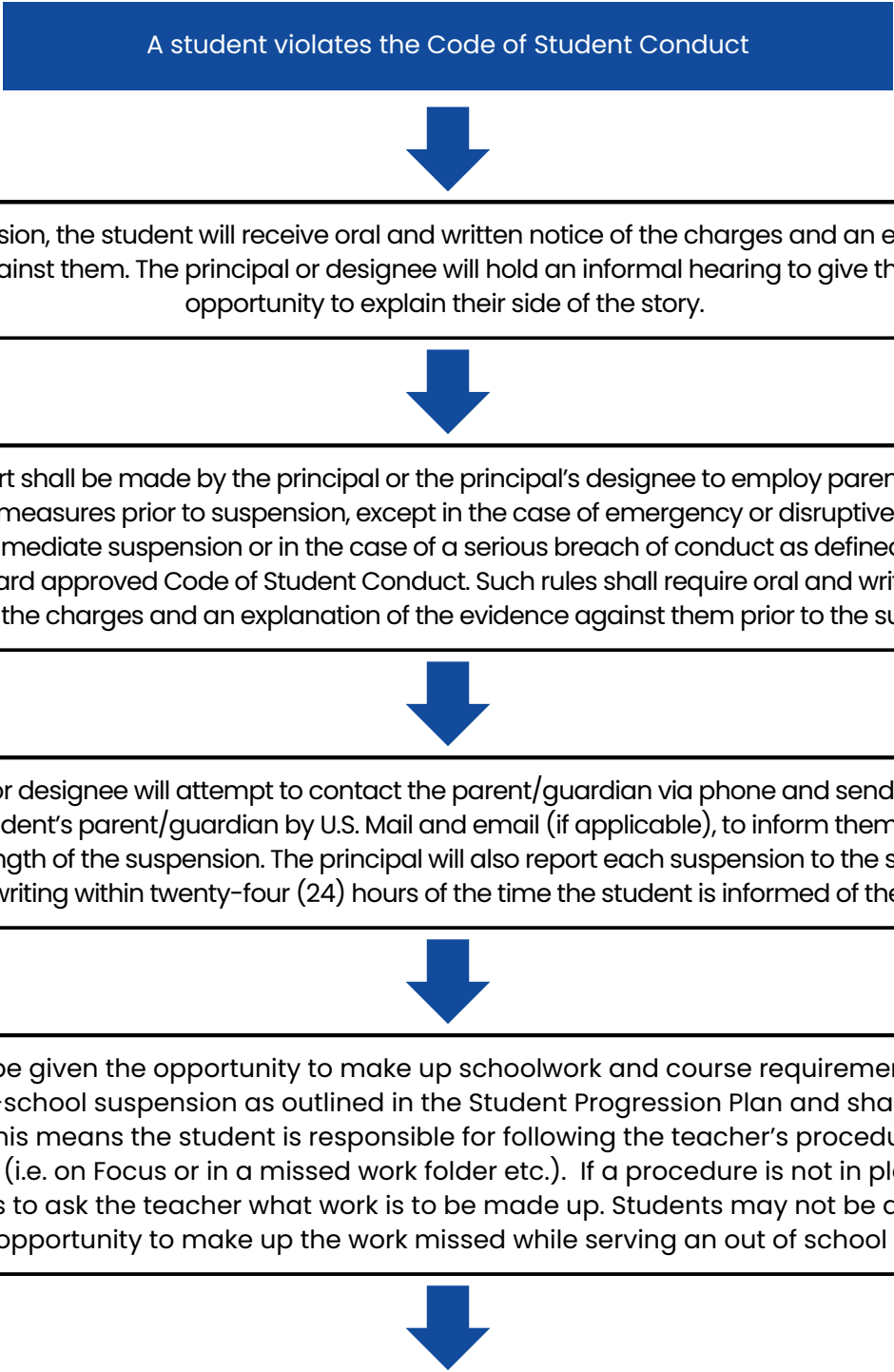
A good faith effort shall be made by the principal or the principal's designee to employ parental assistance or other alternative measures prior to using In-School Suspension, except in the case of disruptive conditions which require immediate removal from the classroom or other campus facilities. The principal or designee will inform the parents in writing within 24 hours by U.S. Mail, a phone call and email (if applicable) of the length of the In-School Suspension and the reasons for the disciplinary action.



A student shall be given the opportunity to make up schoolwork and course requirements during the time they are assigned to In-School Suspension as outlined in the Student Progression Plan and shall do so on their own initiative. This means the student is responsible for following the teacher's procedure for retrieving missed work (i.e. on Focus or in a missed work folder etc.). If a procedure is not in place, then the student needs to ask the teacher what work is to be made up. Students may not be assigned zeros without the opportunity to make up the work missed while serving an In-School Suspension.

Procedures for Out-of-School Suspension

A student violates the Code of Student Conduct



Prior to a suspension, the student will receive oral and written notice of the charges and an explanation of the evidence against them. The principal or designee will hold an informal hearing to give the student an opportunity to explain their side of the story.

A good faith effort shall be made by the principal or the principal's designee to employ parental assistance or other alternative measures prior to suspension, except in the case of emergency or disruptive conditions which may require immediate suspension or in the case of a serious breach of conduct as defined by rules of the identified the board approved Code of Student Conduct. Such rules shall require oral and written notice to the student of the charges and an explanation of the evidence against them prior to the suspension.

The principal or designee will attempt to contact the parent/guardian via phone and send formal written notice, to the student's parent/guardian by U.S. Mail and email (if applicable), to inform them of the discipline infraction and length of the suspension. The principal will also report each suspension to the superintendent or designee in writing within twenty-four (24) hours of the time the student is informed of the suspension.

A student shall be given the opportunity to make up schoolwork and course requirements missed while serving out-of-school suspension as outlined in the Student Progression Plan and shall do so on their own initiative. This means the student is responsible for following the teacher's procedure for retrieving missed work (i.e. on Focus or in a missed work folder etc.). If a procedure is not in place, then the student needs to ask the teacher what work is to be made up. Students may not be assigned zeros without the opportunity to make up the work missed while serving an out of school suspension.

Note:

- A teacher will not suspend a student from school or class.
- A student may not be suspended for unexcused tardiness, lateness, absence, or truancy.
- Students who are suspended out of school are encouraged to attend the Alternative to OSS (ALTOSS).
<http://www.tykesandteens.org/altoss/>
- Information is available from your school administration. Students who attend this program are coded as present for attending the program and the OSS is not reflected on their attendance record.
- When school board action on a recommendation for the expulsion of a student is pending, the superintendent may extend the suspension assigned by the principal beyond ten (10) school days if such suspension expires before the next regular or special meeting of the school board.
- In the case of students with disabilities, suspensions and disciplinary alternative education placement shall be conducted pursuant to School Board Policy 5605.

Procedures for Felony Suspension

When a student is formally charged with a felony by a proper prosecuting attorney for an incident which allegedly occurred off school property but which incident is shown to have an adverse impact on the educational program, discipline or welfare in the school in which the student is enrolled, the principal may conduct an administrative hearing for the purpose of determining whether or not the student should be suspended pending court determination of their guilt or innocence or the dismissal of the charge is made by the court. In the event that a student is to be suspended pending resolution of felony charges, the following procedures shall apply.



Upon receiving proper notice that a student has been formally charged with a felony, the principal shall immediately notify the parent/guardian of the student, in writing, by phone and/or email, of the specific charges against the student and the right to a hearing prior to disciplinary action being instituted.



Such notice shall stipulate a date for hearing which shall be not less than two (2) school days nor more than five (5) school days from postmarked date, or delivery, of the notice and shall also advise the parent/guardian of the conditions under which a waiver of suspension may be granted, as prescribed in subsections (2) and (3) of Florida Statute 1006.09. Pending such hearing, the student may be temporarily suspended by the principal.



The hearing shall be conducted by the principal or designee and may be attended by the student, the parent, student's representative or counsel and any witnesses requested by the student or the principal. The student may speak in their own defense, may present any evidence indicating their eligibility for waiver of disciplinary action, and may be questioned on their testimony. However, the student shall not be threatened with punishment or later punished for refusal to testify.



In conducting the hearing, the principal or designee shall not be bound by rules of evidence, or any other courtroom procedure and no transcript of testimony shall be required. Following the hearing, the principal shall provide the student and parent/guardian with the decision, in writing, as to whether or not suspension will be made. Any suspension pending adjudication of guilt shall be made only upon a finding, based upon conclusive evidence, that a felony charge has been formally filed against the student by a proper prosecuting attorney. NOTE: Suspension may exceed 10 days. F.S. 1006.09

Procedures for Disciplinary Alternative Educational Placement

Step One – Principal's Investigation: Upon receipt of information that a student has committed a discipline infraction that the Code of Student Conduct indicates may/will result in a disciplinary *alternative placement, the principal or designee shall conduct a thorough and appropriate investigation. The principal or designee will investigate and give the student an opportunity to explain their side of the story per SB Policy 5611 Due Process Rights. The principal will follow procedures for out-of-school suspension and send a copy of the complete packet to Student Services for compliance review.



Step Two – Parent/guardian Meeting with Principal/Designee: Any principal whose investigation leads to a conclusion that a student may be assigned to an alternative educational placement shall notify the parent/guardian within 1 school day of conclusion of the investigation, by phone, in writing by U.S. Mail and/or email, and shall schedule a conference with the parent/guardian within 5 school days.



Step Three – Recommendation to alternative school placement and/or REACH:

- If alternative placement is recommended by the principal:
 - the principal/designee will provide the parent/guardian, in writing, the period of time the student is recommended.
 - The Department of Student Services will provide a decision on the recommendation of alternative placement and, if approval for alternative placement is decided, will provide information on how and when to register the student at the alternative site.
- However, if REACH is offered at the discretion of the principal or per the Tobacco/Vaping & Drug/Use Possession Decision Tree, in lieu of alternative placement, it must be the first time during the student's enrollment at middle school (grades 6-8) and/or high school (grades 9-12). REACH may be required in addition to alternative placement at the discretion of the principal.

NOTE: Students not offered or eligible for REACH and that have been approved by the Department of Student Services to an alternative site, may enroll in the alternative school and begin attending classes prior to the end of their ten-day suspension. A parent waiver letter must be signed for early enrollment.

Students initially assigned to Alternative Placement for more than 18 weeks, may appeal their case to the School Board by requesting a hearing in writing.



SECTION IV
REACH PROGRAM
Martin County Health & Human Services

THE REACH PROGRAM

This program is offered to our students through the Martin County Human Services Department (MCHSD). It is not run or governed by the Martin County School District. When a student violates a level 2 or level 3 infraction that would result in a recommendation to alternative placement according to the Code of Student Conduct, students 12 years of age and over may be eligible for the REACH Program.

The REACH Program stands for:

- R – Rethink behavior
- E – Embrace change
- A – Accept responsibility
- C – Commit to positive behavior
- H – Help yourself and others

The REACH Program may be offered at the discretion of the principal or per the Tobacco/Vaping & Drug Use/Possession Decision Tree, in lieu of alternative placement. A student is eligible to participate one time during enrollment in middle school (grades 6–8) and one time during enrollment in high school (grades 9–12).

REACH may be required in addition to *alternative placement at the discretion of the principal.

Sanctions could include but are not limited to:

- Essays, Community Service Hours, PAL (Police Athletic League) Leadership (16 weeks in-person course one night a week), Coping Skills Group (6-week course via Zoom) with the City of Stuart Police Department, Project Lift (14–16-week trade program two nights a week), as well as workbooks concentrating on the area of concern.
- If a juvenile is in a program such as PAL, Coping Skills Group, or Project Lift, the case manager for the REACH program checks in with the program weekly for a status update (i.e. attendance and progress).

NOTE:

- **The cost of the program and any recommendations made by the MCHSD is the parents' responsibility.** However, the MCHSD states they will attempt to work with any income challenges individual students may have.
- See the infractions pages in the Code of Student Conduct for behaviors that are or are not eligible for this program.

*Students initially assigned to Alternative Placement at a non-traditional school, for more than 18 weeks, may appeal their case to the School Board by requesting a hearing in writing.

REACH Program Procedures

Follow the steps for alternative placement with the following changes:

- Step One – Principal or principal's designee Investigation
- Step Two – Student is in violation of a level two or level three infraction.
- Step Three – The REACH program may be offered at the discretion of the principal or per the Code of Student Conduct Tobacco/Vaping and Drug Use/Possession Infraction Decision Tree, in lieu of alternative placement. A student is eligible to participate in REACH one time during enrollment in middle school (grades 6–8) and one time during enrollment in high school (grades 9–12).
- Step Four – REACH may be required in addition to alternative placement.

The principal or designee will offer the REACH Program contract form to the parent. If the student and parent/guardian choose for the student to participate in the REACH Program in lieu of alternate placement, the parent/guardian and the student will sign a referral/contract and also sign for a release of information between the Martin County School District and the Martin County Human Services Department (MCHSD).

The parent/guardian will have 48 hours to contact the MCHSD/REACH Program to make an appointment for the student. Phone number: (772) 288-5785

The appointment(s) for the student will include a psycho-social assessment and a drug/alcohol test.

MCHSD, based on assessment results, will make recommendations for the interventions the student may need. All recommendations must be followed through by the student and parent/guardian to qualify as successful program completion.

MCHSD will communicate student's progress to the Student Services Department at the Martin County School District.

The student's parent/guardian may choose to opt out of the program at any time. **However, opting out or breaking the conditions of the contract/sanctions (at any time) will result in the student being assigned to alternative placement, for the full time period recommended at the time the infraction occurred.**

In the case of seniors who commit an offense within 60 calendar days from graduation that would ordinarily result in alternative placement per the Code of Student Conduct, the principal will determine if the student will be permitted to attend graduation programs and related senior events even if they choose to enter the REACH program.

*Students initially assigned to Alternative Placement at a non-traditional school, **for more than 18 weeks**, may appeal their case to the School Board by requesting a hearing in writing.

Procedures for Appealing a Recommendation and/or Assignment for any Alternative Placement to a Traditional and Non-Traditional School for Less than 18 Weeks (Except Expulsion)

Principal or designee will provide a copy of the discipline appeal process upon notification of action **to provide each student with a copy of their due process rights.**



Recommendation for alternative placement for less than 18 weeks is recommended to a student based on a level 2 or level 3 infraction in the Code of Student Conduct. If the student and/or the student's parent/guardian do not agree with the recommendation, they may appeal to the principal.

An appeal request must be submitted to the principal in writing within 3 school days of being noticed of the school's suspension. The Principal will meet with the parent/guardian and render a written decision to the parent within 2 school days.

If the student and/or the student's parent/guardian do not agree with the outcome following the appeal to the principal, they should wait to be notified by the Department of Student Services with a decision on whether the student is approved for alternative placement or not. If the student and/or the student's parent/guardian do not agree with the decision, they should contact the Department of Student Services and request, in writing, an appeal meeting before the Discipline Review/Appeal Committee within 3 school days of being noticed of the approval of alternative placement. For students assigned alternative placement, on day 11 the student must be enrolled in the alternative placement while pending the appeals process. The Discipline Review/Appeal Committee will render a decision to the parent within 2 school days.



If the student and/or the student's parent/guardian do not agree with the outcome following the appeal to the Discipline Review/Appeal Committee, they should contact the Assistant Superintendent of Student Affairs and request in writing a final appeal meeting within 3 days of the date of the Discipline Review/Appeal Committee decision. The Assistant Superintendent of Student Affairs will render a decision to the parent within 2 school days.

Students initially assigned to alternative placement at a non-traditional school, **for more than 18 weeks**, may appeal their case to the School Board by requesting a hearing in writing.

Procedures for Appealing a Recommendation or Initial Disciplinary Reassignment to Alternative Placement at a Non-Traditional School for 18 Weeks or More

Principal or designee will provide a copy of the discipline appeal process upon notification of action **to provide each student with a copy of their due process rights.**



Recommendation to alternative placement at a traditional or non-traditional school for 18 weeks or more is recommended to a student based on a level 2 or level 3 infraction in the Code of Student Conduct. If the student and/or the student's parent/guardian do not agree with the recommendation, they may appeal to the principal.



An appeal request must be submitted to the Principal in writing within 3 school days of being noticed of the school's suspension. Principal will meet with the parent/guardian and render a written decision to the parent within 2 school days.



If the student and/or the student's parent/guardian do not agree with the outcome following the appeal to the principal, they should wait to be notified by the Department of Student Services with a decision on whether the student is approved or not approved for alternative placement. If the student and/or the student's parent/guardian do not agree with the decision, they should contact the district Student Services Department and request in writing an appeal meeting before the Discipline Review/Appeal Committee within 3 school days. An appeal must be filed within 3 days of the Student Services Department decision. For students assigned alternative placement, on day 11 the student must be enrolled in the alternative placement while pending the appeals process. The Discipline Review/Appeal Committee will render a decision to the parent within 2 school days.



If the student and/or the student's parent/guardian **do not agree** with the outcome following the appeal to the Discipline Review/Appeal Committee, they should contact the Assistant Superintendent of Student Affairs and request in writing an appeal meeting **within 3 days of the date of the Discipline Review/Appeal Committee decision. The Assistant Superintendent of Student Affairs will render a written decision to the parent within 2 school days.**



If the Discipline Review/Appeal Committee and Assistant Superintendent of Student Affairs has found that cause exists to recommend the student's involuntary disciplinary reassignment to an alternative non-traditional school for 18 weeks or more, the student and/or the student's parent/guardian has the opportunity to appeal their case to the School Board by submitting a written request for a hearing. *Any appeals to a non-traditional school for 18 weeks or more, when heard by the School Board, is held at an open to the public, noticed meeting compliant with the sunshine laws of Florida.*

Procedures for Expulsion from Martin County School District

The School Board of Martin County, Florida may expel a regular program student who has committed a serious breach of conduct. The recommendation for expulsion is generally preceded by a suspension which remains in effect until the expulsion proceedings are complete. The procedures for suspension should apply with additional notice to the parent/guardian that a recommendation for expulsion may be made.

From **Martin County School Board Policy 5611**: "Prior to expulsion (as outlined in SB Policy 5610), a student and his/her parent/guardian will be given written notice of the Principal's recommendation and the reasons therefore, and an opportunity to meet with a representative of the Superintendent to answer the charges.

The student and/or his/her parent or guardian shall also be provided a brief description of the student's rights and of the hearing procedure. The School Board shall act on the Superintendent's recommendation for an expulsion".

Step One – Principal's Investigation. Upon receipt of information that a student has committed a serious breach of conduct, the principal or designee shall conduct an appropriate investigation.



Step Two – Principal's Recommendation. Any principal who feels that expulsion of a student is required shall so recommend to the superintendent in writing. The recommendation shall include a detailed report by the principal, or the principal's designee, complete with names, witnesses and facts to which each witness may testify. The principal shall notify the parent/guardian confirming the recommendation for expulsion and direct the parent/guardian to contact the superintendent for further review of the matter.



Step Three – Superintendent's Investigation. Upon receipt of the recommendation for expulsion, the Superintendent or designee will investigate the occurrence. A district level review will ensure compliance with federal and state laws and district policies. Once the Superintendent's investigation is complete, if the recommendation for expulsion stands, the proceedings will continue even if the student has withdrawn from the district.



Step Four – Superintendent's Informal Review. After the investigation, the Superintendent or designee will provide an opportunity to the student and parent/guardian to informally review the results of the investigation.



Step Five – The student and/or their parent/guardian will be scheduled before the School Board at which time a hearing will be held, and a Final Order will be issued. At the hearing, the parent/guardian and student have an opportunity to speak and present evidence. The School Board is not required to adopt the recommendation of the Superintendent. After the hearing, the parent/guardian and/or the student will receive a copy of the School Board's Final Order. The Final Order will be noted in the student's record, whether or not the student has withdrawn from the District. The hearing before the School Board is an administrative hearing pursuant to F.S. 120.569 and 120.57(2).



Step Six – House Bill 1255 specifies that prior to the expiration of an expulsion period, the school superintendent must determine based on input from the school's threat management team, whether the expulsion should be extended and what educational services should be offered during the extension.

In the case of students with disabilities, suspensions and disciplinary alternative placement shall be conducted pursuant to School Board Policy 5605.



SECTION V STUDENT ACTIVITIES

STUDENT ACTIVITIES

STUDENT GROUPS

Student groups will be recognized as authorized school organizations only if they are approved by the school administration, sponsored by school-approved personnel, composed of members of the current student body, conduct the majority of their meetings at school, and have established goals. For a list of authorized school organizations see school website or check with the front office of your child's school. Membership or participation in the organization or operation of any fraternity, sorority, or other secret group as described by law is prohibited. In particular, any type of gang or gang-related activity as identified by law is prohibited on district property or in the guise of school-sponsored activities. Additional information may also be referenced in Florida State Statute 874.03(3).

INTERSCHOLASTIC AND EXTRACURRICULAR ACTIVITIES

All middle schools and high schools are members of the Florida High School Athletic Association (FHSA) and are governed by its rules and regulations. All district students (including transfer students) shall satisfy the eligibility requirements established by the FHSA, Florida law, and school board policy.

The school board authorizes the superintendent, principals, and assistant principals to prohibit a student from participating in extracurricular activities for offenses or violations of the Code of Student Conduct for a period not to exceed the remainder of the school year in which the offense or violation took place. Procedures relating to corrective intervention outlined in the Code of Student Conduct must be followed prior to prohibiting a student from participating. Exclusion/removal should be used as a last resort; conflict resolution and transition meetings to support students in interscholastic/extracurricular activities after a suspension may be used as an alternative.

**Additional rules and information may be found in school handbooks and policies.*

In addition, student athletes are further subject to the Florida High School Athletic Association (FHSA) Code of Conduct and may be prohibited from participating in all or part of any interscholastic sport for violations therein.

- Eligibility requirements may not be affected by any alleged recruiting violation until final disposition of the allegation is completed.
- A student may not participate in a sport if the student participated in the same sport at another school during that school year, unless the student meets participation criteria.
- A student not currently suspended from interscholastic extracurricular activities, or suspended or expelled from school, pursuant to district school board suspension or expulsion powers, is eligible to participate in interscholastic and interscholastic extracurricular activities.
- Additional information may be found on the Florida High School Athletic (FHSA) website and in Florida State Statute 1006.20 and School Board Policy 2431

NON-DISCRIMINATION GRIEVANCE PROCEDURES

Students may participate in appropriate programs and activities without regard to race, color, religion, national origin, sex, disability, marital status, or age, except as otherwise provided by state law. All written grievances may be properly directed to the principal of the school alleged to be in violation of Title IX of the Florida Education Equity Act. **Additional information may also be referenced in Florida State Statute 1000.05 and School Board Policy 2260.**



SECTION VI TECHNOLOGY



WIRELESS DEVICES

**WIRELESS DEVICES ARE
LEVEL 3 INFRACTIONS.
ANY VISIBLE DEVICES
WILL BE CONFISCATED.**

TECHNOLOGY USAGE AND WIRELESS COMMUNICATION DEVICES (e.g., Cell Phones)

Florida State Statutes 1001.43 and 1001.51 and School Board Policy 5136, 5136.01, and 7540.03 and School Board Policy 5136, 5136.01, and 7540.03

Wireless communication devices (WCD) include, but are not limited to, cell phones, headphones/earbuds, smartwatches, tablets, computers, laptops, e-readers, smart glasses, and other web-enabled devices of any type, such as smart accessories. Student possession of a wireless communication device (WCD) is a privilege. This privilege may be forfeited by any student who fails to abide by the terms of this policy or otherwise abuses this privilege.

Students shall have no expectation of confidentiality regarding their use of WCDs on school premises/property (Policy 5136). School officials may conduct a search if they reasonably suspect that the WCD contains evidence of a violation of the law or other school rules. Any search will be conducted in accordance with Policy 5771 – Search and Seizure.

The following rules and procedures **must be followed** regarding the possession, use, and display of WCDs:

- When a student arrives at school, the WCD should be set to 'silent' or turned off and remain in that mode throughout the school day.
- WCDs shall be out of sight, set to silent or turned off, and remain in that mode throughout the school day until the student leaves the school campus. Students who violate this provision shall have their WCD confiscated and held until a parent or guardian picks it up.
- WCDs must be connected to district Wi-Fi to access the Internet, even if they have their own data plan in compliance with CIPA (Children's Internet Protection Act).

The following use of a WCD is **prohibited** and may result in disciplinary actions:

- Use of another person's password, account, or device; changing/stealing another person's work or files
- Engaging in non-educated-related communications and/or usage during instructional time
- Capturing, recording, or transmitting (sending or posting) the words or sounds, audio, images, pictures and/or video of any **staff member, student, or other person** in the school or while attending a school-related activity without expressed prior notice and explicit written and/or verbal consent of said party
- Capturing and/or recording fights or similar events and/or subsequent posting of said recordings/images to social media and similar outlets
- Distracting use/behavior that creates an unsafe environment
- Taking pictures, recording video or any similar activity in restrooms or locker rooms
- Participating in cyberbullying, sexual cyberbullying, sending obscene e-mail/ posts/ texts ("sexting"), hate e-mail/ posts/texts, or making false or harassing e-mail/posts/texts; NOTE: This is applicable to both students and staff members
- Capturing, recording and/or transmitting test information or any other information in a manner constituting fraud, theft, cheating, or academic dishonesty or using a WCD to receive such information
- Personal hotspots and Internet sharing while on school grounds
- Hacking, cracking, vandalizing, or introducing viruses of any type
- Downloading or streaming any audio or video files without teacher permission
- Sharing/posting of any personal information about themselves or anyone else online
- Proxies, virtual private networks, etc., meant to circumvent the MCSD network, filters, and firewalls
- Using WCDs in any manner that otherwise violates the Student Code of Conduct

All wireless communication devices (WCD) users must follow procedures and sign a Network and Internet Responsible Use and Safety Agreement. Students are solely responsible for any equipment they bring to school. The district is not responsible for device security, repair, troubleshooting, technical support, loss, misplacement, theft, or damage.

User Log-on Agreement (Revised 4/15/2025)
Acceptable Use School Board Policy

By clicking OK, you agree to the following:

You are accessing a restricted information system. Use of this system indicates consent to monitoring and recording. Unauthorized use of this system is prohibited and may be subject to criminal and/or civil penalties.

Unauthorized sharing of sensitive information including Personally Identifiable Information (PII), Payment Card Industry (PCI), Protected Health Information (PHI), etc. is prohibited.

You are responsible for the protection of student and employee data in hard copy and electronic form, including flash drives, optical, removable media, and external sources, including Artificial Intelligence (AI) platforms. Files containing protected data should be stored in appropriate locations to ensure its protection, integrity and confidentiality.

You are responsible for all activity associated with your network login, including work done with Artificial Intelligence (AI) tools. Therefore, protect and do not share your password.

You are responsible for the appropriate use of technology. School Board Policies 7540, 7540.01, 7540.02, 7540.03, 7540.04, 7540.05, 7540.08, 7542, and 7543 govern the use of telecommunications, including networks, email, telephones, and computers, which shall be consistent with the mission, goals, policies and priorities of the Martin County School District. Violation of these policies are subject to discipline included in the code of conduct.

Violations include but are not limited to personal email, selling goods or services, personal shopping, chain letters, including jokes and holiday greetings, cyberbullying, and any violation of CIPA (e.g., pornography, racism, hate speech, hacking).

All District network traffic and email is archived, monitored, audited, and subject to public record laws. Do not connect non-district computers, laptops, printers, wireless access points, or any other equipment to the District wired network. The Educational Technology Department must approve any network or other devices and/or any software prior to using it on the District's network or computers. All software is subject to appropriate licensing and copyright laws.



SECTION VII TRANSPORTATION

TRANSPORTATION

Riding the school bus is a privilege. Student behavior directly affects the school bus climate. Students must respect the authority of transportation professionals by adhering to the bus rules of Be Responsible, Be Respectful, and Be Safe. Safety and security measures on the school bus include video recordings of students and the driver while on board. Incidents occurring at bus stop locations witnessed by transportation professionals will be reported immediately to school administration for further investigation. Kindergarten students must be accompanied by a parent/guardian/adult while at bus stop location to provide supervision prior to AM pickup and upon return to the stop location in the PM.

SUCCESSFUL STUDENT BEHAVIORS FOR TRANSPORTATION

- Wait in an orderly manner
- Stay a safe distance from the roadway: at least ten (10) feet
- Arrive at bus stop ten (10) minutes before assigned pickup time
- Remain alert and aware of surroundings. Check all directions to be sure all traffic has come to a complete stop
- Make sure bus has come to a complete stop and flashing lights are on prior to approaching the bus
- Board in a safe and orderly manner, allowing younger children to board first
- When crossing the street to board or exit the bus, always cross in front of the bus.
- Go directly and quickly to assigned seat
- Keep all body parts inside the bus
- Keep hands and feet to yourself at all times
- Keep bus neat and clean
- Speak in a low volume and use respectful words
- Do not eat or drink
- Use appropriate language
- Stay in seat until arriving at destination
- Be respectful of the safety of the driver and passengers
- While Florida does not currently mandate students to wear seatbelts, drivers must advise students that seatbelts are available and encourage their use.
- Earbud/Headphone Safety: In case of an emergency, students may use only one earbud or headphone in one ear. This ensures they remain alert and can hear any instructions from the driver.
- Respecting the privacy of others by refraining from taking pictures or videos on the bus
- Exit in an orderly manner
- Follow school bus exit procedures
- Check all directions for oncoming traffic
- Avoid danger zones
- Bus Stop Exit Protocol: Students must exit only at their designated stop. Exceptions are permitted only in emergencies and with approval from both the school administrator and Transportation.

*Students that don't adhere to the bus rules could lose their bus privileges.



SECTION VIII NOTIFICATION AND ADDITIONAL INFORMATION

A. Legal Investigations Involving Students

1. School employees have a duty to cooperate with law enforcement agencies and the Department of Children and Family Services, and comply with investigations relating to child abuse, abandonment, neglect, or an alleged unlawful sexual offense involving a child. The principal may also assist authorities in their investigations of other violations of law in which students are alleged to be involved. Personally identifiable records or reports of a student, and any personal information contained therein, shall not be released to DCF or the law enforcement agency except as expressly authorized or required by applicable state and federal law and regulation.
2. Student interviews by law enforcement or DCF will comply with Florida Statutes 39.304.
3. Before student(s) are questioned as a witness to, or a suspect in, an alleged violation of law, the principal shall attempt to contact the parent/guardian to notify them of questioning, unless compelling reasons for not doing so are provided by the law enforcement agency.

B. Required Notice:

In accordance with Florida Statute 1006.07(2) students and their parents or guardians are hereby notified that:

1. Illegal use, possession or sale of controlled substances as defined in chapter 893 by any student while such student is upon school property or in attendance at a school function is grounds for disciplinary action by the school and may also result in criminal penalties being imposed.
2. The possession of a firearm, a knife, a weapon or an item which can be used as a weapon by any student while the student is on school property or in attendance at a school function is grounds for disciplinary action and may also result in criminal prosecution.
3. Violence against any school district personnel by a student is grounds for in-school suspension, out-of-school suspension, expulsion or imposition of other disciplinary action by the school and may also result in criminal penalties being imposed.
4. Violation of school board transportation policies, including disruptive behavior on a school bus or at a school bus stop, by a student is grounds for suspension of a student's privilege of riding on a school bus and may be grounds for disciplinary action by the school and may also result in criminal penalties being imposed.
5. Violation of the school board's sexual harassment policy by a student is grounds for in-school suspension, out-of-school suspension, expulsion or imposition of other disciplinary action by the school and may also result in criminal penalties being imposed.
6. It is a violation of this code for any person to threaten to throw, project, and place or discharge any destructive device with intent to do bodily harm to any person or with intent to do damage to property. It is also a violation of this code for any person to make a false report with intent to deceive, mislead or otherwise misinform any person concerning the placing or planting of any bomb, dynamite or other deadly explosive.
 - a. Any student who is determined to have committed either of these acts which involves a school, school personnel's property, school transportation or school sponsored activity will be expelled with or without continuing educational services from the 53 student's regular school for a period of not less than one full year and referred to criminal prosecution. The school board may assign the student to a disciplinary program or a second chance school for the purposes of continuing educational services during the period of expulsion. The superintendent may consider the one year expulsion requirement on a case-by-case basis and request that the school board modify the requirement by assigning the student to a disciplinary program or alternative school if it is determined to be in the best interest of the student and school system.

C. Search and Seizures (School Board Policy 5771; F.S. 1001.41, 100143, 1006.09)

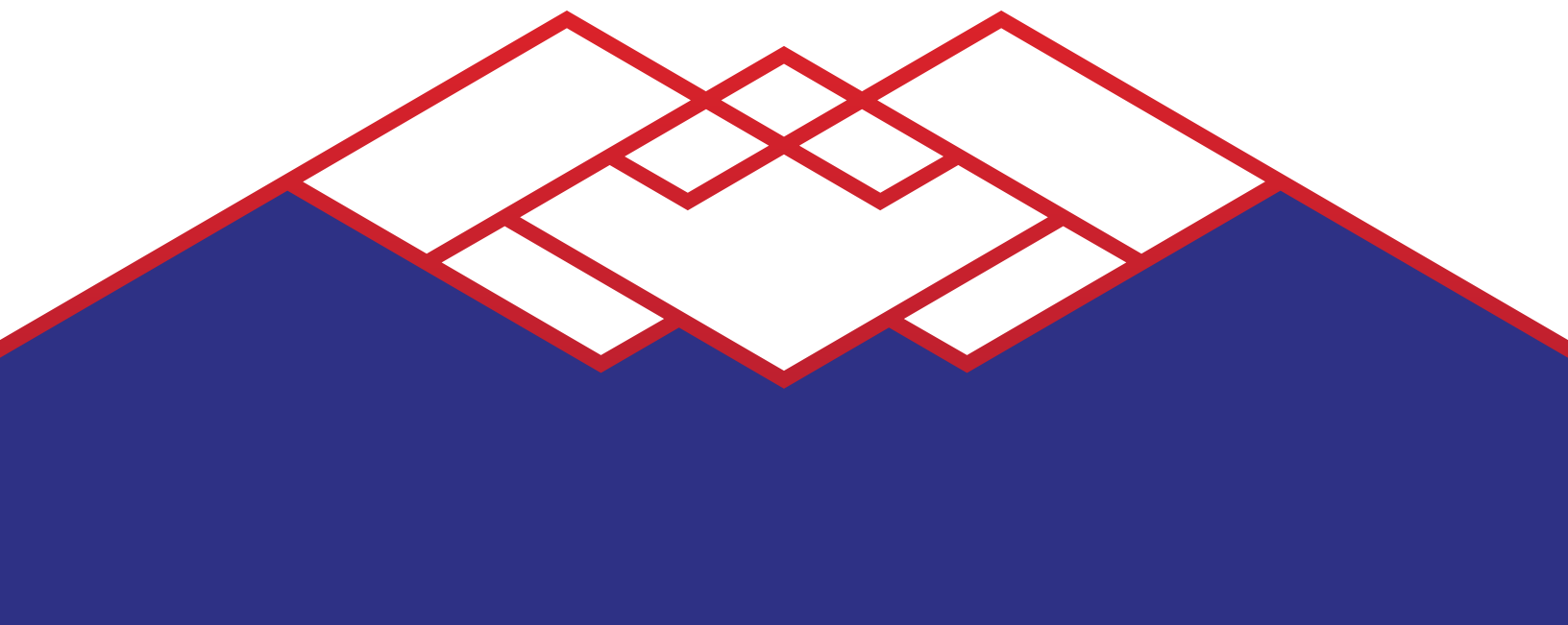
1. School authorities may search the person or property, including vehicles and locker, of a student, with or without the student's consent, whenever they reasonably suspect that the search is required to discover evidence of a violation of law or of school rules. The extent of the search will be governed by the seriousness of the alleged infraction and the student's age. This authorization to search shall also apply to all situations in which the student is under the jurisdiction of the Board. The use of metal detection devices or electronic surveillance equipment may be employed (F.S. 1006.09).

D. Suspension/Expulsion of Students with Disabilities

1. In matters relating to the disciplining of disabled students, the school board shall abide by federal and state laws regarding suspension and expulsion. (See <https://www.martinschools.org/page/ese-policies-and-procedures>; and A Plan for Expanding Educational Accommodations to all Disabled Students (504)).

E. Peaceful Assembly/Free Speech

1. Students shall not be disturbed in the exercise of their constitutionally guaranteed rights to assemble peaceably and to express ideas and opinions, privately or publicly, provided that such exercise does not infringe on the rights of others and does not interfere with the operation of schools. Students have the right to participate in the development and distribution of publications as a part of the educational process.
2. School facilities or equipment may not be used as a means of producing or disseminating to the community any materials that advertises or promotes a political party, a political cause or the candidacy of an individual for public office. Students and employees of the School Board shall not be used to distribute campaign literature within the schools or on school grounds (SB Policy 9700).



F. Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. These rights are as follows:

1. The right to inspect and review the student’s education records within thirty (30) days of the day the school receives a request for access. Parents or eligible students should submit to the school principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent/guardian or eligible student of the time and place where the records may be inspected.
2. Whenever a parent, guardian, or eligible student believes the content of the student record is inaccurate, misleading, or in violation of their privacy, they may request in writing an informal meeting with the custodian of the record for the purpose of requesting the correction, deletion, or expunction of any inaccurate, misleading, or otherwise inappropriate data or material contained in the student record. If the parties at the informal meeting agree to make deletions, to expunge material, or to add a statement of explanation or rebuttal to the file, such agreement shall be reduced to writing and signed by the parties, and the appropriate school officials shall take the necessary actions to implement the agreement. If an agreement is not reached, denial of the request and notification of the right to a formal hearing shall be made in writing to the parent, guardian, or eligible student, with a copy to the Superintendent or designee.
3. The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent/guardian or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing their tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill their professional responsibility. Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. [NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent/guardian or student of the records request unless it states in its annual notification that it intends to forward records on request.]
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue SW, Washington, D.C. 20202-5901.



DISCIPLINE MATRICES

Elementary Discipline Matrix

Level 1 Infractions

Level 1 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
Disrespect	Parental contact; Reteach expectations; Verbal Warning	Parental contact; Reteach expectations; Verbal Warning	Time-Out	Lunch Detention	For 4th and consecutive referrals, write the infraction Primary Offense as Defiance/Insubordination and Secondary Offense as Disrespect . Follow the matrix for Defiance/Insubordination (from Level 1)
Disrespect for Others' Property	Parental contact; Reteach expectations; Verbal Warning	Parental contact; Reteach expectations; Verbal Warning	Time-Out	Lunch Detention	For 4th and consecutive referrals, write the infraction Primary Offense as Defiance/Insubordination and Secondary Offense as Disrespect for Others' Property . Follow the matrix for Defiance/Insubordination (from Level 1)
Dress Code	Parental contact; Reteach expectations; Verbal Warning	Up to 5 days of suspension from extracurricular activities and parent meeting with principal	Up to 3 days of In School-Suspension and up to 30 days of student ineligibility of participation in extracurricular activities, plus parental contact	Up to 3 days of In School-Suspension and up to 30 days of student ineligibility of participation in extracurricular activities, plus parental contact	Up to 3 days of In School-Suspension and up to 30 days of student ineligibility of participation in extracurricular activities, plus parental contact
ID Violation	Parent contact; replacement ID required	Parent contact; replacement ID required;	Parent contact; replacement ID required	Parent contact; replacement ID required;	Parent contact; replacement ID required;

Level 1 Infractions

Level 1 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
<i>Inappropriate Location</i>	Parental contact; Reteach expectations; Verbal Warning	Parental contact; Reteach expectations; Verbal Warning	Time-Out	Lunch Detention	For 4th and consecutive referrals, write the infraction Primary Offense as <i>Defiance/Insubordination</i> and Secondary Offense as <i>Inappropriate Location</i> . Follow the matrix for <i>Defiance/Insubordination (from Level 1)</i>
<i>Inappropriate Touching/Public Display of Affection (PDA)</i>	Parental contact; Reteach expectations; Verbal Warning	Parental contact; Reteach expectations; Verbal Warning	Parent Conference	Time-Out	Time-Out
<i>Leaving Class or Designated Area Without Permission</i>	Parental contact; Reteach expectations; Verbal Warning	Parental contact; Reteach expectations; Verbal Warning	Time-Out	Lunch Detention	For 4th and consecutive referrals, write the infraction Primary Offense as <i>Defiance/Insubordination</i> and Secondary Offense as <i>Leaving Class or Designated Area Without Permission</i> . Follow the matrix for <i>Defiance/Insubordination (from Level 1)</i>
<i>Skiping Class</i>	Parental contact; Reteach expectations; Verbal Warning	Parental contact; Reteach expectations; Verbal Warning	Time-Out	Lunch Detention	Lunch Detention
<i>Tardy</i>	Parental contact; reteach expectations	Parental contact; reteach expectations	Parental contact; reteach expectations	Parental contact; reteach expectations	Parental contact; reteach expectations

Level 2 Infractions

Level 2 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
<i>Ammunition Possession</i>	Parent contact, confiscation of item	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)
<i>Assault on Employee and/or Student (non-SESIR)</i>	Time Out and Reteach expectations	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)
<i>Buying/Selling Unauthorized Items:</i>	Parental contact; Reteach expectations; Time Out	Time-Out	In School Suspension (1 day)	In School Suspension (2 day)	In School Suspension (2 days)
<i>Cheating/Plagiarism</i>	Parental contact; Reteach expectations; Verbal Warning	Time-Out	Lunch Detention	In School Suspension (1 day)	In School Suspension (1 day)
<i>Defiance/Insubordination (from Level 1)</i>	In School Suspension (1 day)	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)
<i>Defiance/Insubordination</i>	Parental Contact and Time Out	Parental Contact and Lunch Detention	In School Suspension (1 day)	In School Suspension (2 days)	In School Suspension (2 days)
<i>Disruption</i>	Parental Contact and Time Out	Parental Contact and Lunch Detention	In School Suspension (1 day)	In School Suspension (2 days)	In School Suspension (2 days)
<i>Elopement</i>	Parental contact; Reteach expectations; Verbal Warning	Privilege Withdrawal	Time-Out	In School Suspension (1 day)	In School Suspension (1 day)
<i>Failure to Report</i>	Parental contact; Reteach expectations; Verbal Warning	Privilege Withdrawal	Time-Out	In School Suspension (1 day)	In School Suspension (1 day)
<i>False Accusation Against Staff</i>	Parental contact; Reteach expectations; Verbal Warning	Privilege Withdrawal	In School Suspension (1 day)	In School Suspension (2 days)	In School Suspension (2 days)

Level 2 Infractions

Level 2 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
<i>False/Misleading Information or Dishonesty</i>	Parental contact; Reteach expectations; Verbal Warning	Parent Conference	Lunch Detention	In School Suspension (1 day)	In School Suspension (2 days)
<i>Fighting (non-SESIR)</i>	Out of School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (3 days)
<i>Illegal/Secret Organizations</i>	Parental contact; Reteach expectations; Verbal Warning	Parental Contact and Lunch Detention	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)
<i>Inciting Others</i>	Parental Contact and Time Out	Parental Contact and Lunch Detention	In School Suspension (1 day)	In School Suspension (2 days)	In School Suspension (2 days)
<i>Indecent Exposure</i>	Parental contact; Reteach expectations; Time Out	In School Suspension (1 day)	Parent conference and 1 day OSS	Out of School Suspension (2 days)	Out of School Suspension (2 days)
<i>Inappropriate Behavior (Other)</i>	Parental contact; Reteach expectations; Verbal Warning	Time-Out	Withdrawal of Privileges	Lunch Detention	In School Suspension (1 day)
<i>Inappropriate Use of Technology</i>	Parental contact; Reteach expectations; Verbal Warning	Time-Out	In School Suspension (1 day)	In School Suspension (1 day)	Out of School Suspension (1 day)
<i>Laptop Damages</i>	Parental contact; Reteach expectations; Verbal Warning	Withdrawal of Privilege	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)
<i>Leaving School Without School and Parent/Guardian Approval</i>	In School Suspension (1 day)	In School Suspension (2 days)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)

Level 2 Infractions

Level 2 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
<i>Disrespect (Level 2) (Previously Malicious Acts/Disrespect)</i>	Parental Contact and Time Out	Parental Contact and Lunch Detention	In School Suspension (1 day)	In School Suspension (2 days)	In School Suspension (2 days)
<i>Inappropriate Physical Contact/Scuffling</i>	Parental contact; Reteach expectations; Verbal Warning	Withdrawal of Privilege	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)
<i>Non-Prescription (OTC) Drug Possession/Use/Distribution</i>	Parental contact; Reteach expectations; Verbal Warning	Withdrawal of Privilege	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)
<i>Pantsing</i>	Parental contact; Reteach expectations; Time Out	In School Suspension (1 day)	Parent conference with administrator and 1 day OSS	Out of School Suspension (2 days)	Out of School Suspension (2 days)
<i>Possession of a Stolen Item</i>	Parental contact; Reteach expectations; Verbal Warning; Confiscation	Lunch Detention	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)
<i>Possession of Contraband Materials</i>	Parental contact; Reteach expectations; Verbal Warning; Confiscation	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)
<i>Profane, Obscene, Abusive Language, or Materials</i>	Parental Contact and Time Out	Parental Contact and Lunch Detention	In School Suspension (1 day)	In School Suspension (2 days)	In School Suspension (2 days)
<i>Profanity to School District Employees</i>	Parental Contact and Lunch Detention	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)
<i>Theft (Up to \$749.99)</i>	Parental Contact and Time Out	Parental Contact and Lunch Detention	In School Suspension (1 day)	In School Suspension (2 days)	In School Suspension (2 days)

Level 2 Infractions

<i>Level 2 Infractions</i>	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
<i>Threat to Harm (non-criminal)</i>	Parental Contact and Time Out	Parental Contact and Lunch Detention	In School Suspension (1 day)	In School Suspension (2 days)	In School Suspension (2 days)
<i>Threat to Property of Staff</i>	Parental Contact and Time Out	Parental Contact and Lunch Detention	In School Suspension (1 day)	In School Suspension (2 days)	In School Suspension (2 days)
<i>Unsafe Act</i>	Parental contact; Reteach expectations; Verbal Warning	Time-Out	Withdrawal of Privileges	Lunch Detention	In School Suspension (1 day)
<i>Vandalism (up to \$999.99)</i>	Parental Contact and Time Out	In School Suspension (2 days)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (2 days)

Level 3 Infractions

Level 3 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
<i>Alcohol</i>	Out of School Suspension (5 days)	Out of School Suspension (5 Days) and Recommendation to alternative placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
<i>Burglary</i>	Out of School Suspension (5 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
<i>Bullying</i>	Out of School Suspension (3 Days)	Out of School Suspension (10 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
<i>Criminal Mischief</i>	Out of School Suspension (5 Days)	Out of School Suspension (10 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
<i>Disruption on Campus-Major</i>	Out of School Suspension (5 Days)	Out of School Suspension (10 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.

Level 3 Infractions

Level 3 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
<i>Drug Sale or Distribution (excluding alcohol)</i>	Out of School Suspension (10 days) and Recommendation to REACH in lieu of alternative placement (9 weeks)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
<i>Drug Use/Possession (excluding alcohol)</i>	Out of School Suspension (10 days) and Recommendation to REACH in lieu of alternative placement (9 weeks)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Out of School Suspension (10 days) and REACH required	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
<i>Extortion</i>	Out of School Suspension (5 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
<i>Fighting</i>	Out of School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (10 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)
<i>Grand Theft</i>	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (7 days)	Out of School Suspension (10 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)
<i>Harassment</i>	Out of School Suspension (3 Days)	Out of School Suspension (5 Days)	Out of School Suspension (10 Days) and Recommendation to	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.

			Alternative Placement (18 weeks)		
Level 3 Infractions					
Level 3 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
Hazing	Out of School Suspension (3 Days)	Out of School Suspension (5 Days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Off-Campus Felony	Suspension with recommendation to alternative placement	Suspension with recommendation to alternative placement	Suspension with recommendation to alternative placement	Suspension with recommendation to alternative placement	Suspension with recommendation to alternative placement
Other Major Incidents	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Pornographic Materials	In School Suspension (1 day)	In School Suspension (2 days)	Out of School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)
Robbery	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Sexual Harassment	Out of School Suspension (5 days)	Out of School Suspension (10 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Sexual Offenses	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (7 days)	Out of School Suspension (10 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)

Level 3 Infractions

Level 3 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
Simple Battery	Out of School Suspension (3 Days)	Out of School Suspension (5 Days)	Out of School Suspension (7 Days)	Out of School Suspension (10 Days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)
Technology Infraction (major)	In School Suspension (2 days)	In School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (5 days)
Threat/Intimidation	Out of School Suspension (1 day)	Out of School Suspension (3 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Tobacco	In-School Suspension (3 days) or 2 days in abeyance with completion of the appropriate TPP course	Out of School Suspension (3 days)	Out of School Suspension (10 days) and REACH required	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Trespassing	Out of School Suspension (1 day)	Out of School Suspension (3 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (5 days)
Vaping Paraphernalia	In-School Suspension (3 days) or 2 days in abeyance with completion of the appropriate TPP course	Out of School Suspension (3 days)	Out of School Suspension (10 days) and REACH required	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.

<i>Wireless Device/Cell Phone Infraction</i>	Cell Phone Confiscation	Cell Phone Confiscation	Cell Phone Confiscation and In School Suspension (1 day)	Cell Phone Confiscation and In School Suspension (1 day)	Cell Phone Confiscation and In School Suspension (1 day)
<i>Wireless Device/Cell Phone Infraction Defiance</i>	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)
<i>Level 4 Infractions</i>					
<i>Level 4 Infractions</i>	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
<i>Aggravated Battery</i>	Recommendation for Expulsion	N/A	N/A	N/A	N/A
<i>Arson</i>	Recommendation for Expulsion	N/A	N/A	N/A	N/A
<i>Homicide</i>	Recommendation for Expulsion	N/A	N/A	N/A	N/A
<i>Kidnapping</i>	Recommendation for Expulsion	N/A	N/A	N/A	N/A
<i>Sexual Assault</i>	Recommendation for Expulsion	N/A	N/A	N/A	N/A
<i>Sexual Battery</i>	Recommendation for Expulsion	N/A	N/A	N/A	N/A
<i>Weapons Possession</i>	Recommendation for Expulsion	N/A	N/A	N/A	N/A

Middle School Discipline Matrix

Level 1 Infractions

Level 1 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
Disrespect	Parental contact; Reteach expectations; Verbal Warning	Lunch Detention	Detention (1 hour)	Detention (1 hour)	For 5th and consecutive referrals, write the infraction Primary Offense as Defiance/Insubordination and Secondary Offense as Disrespect . Follow the matrix for Defiance/Insubordination (from Level 1)
Disrespect for Others' Property	Parental contact; Reteach expectations; Verbal Warning	Lunch Detention	Lunch Detention (2)	Detention (1 hour)	For 5th and consecutive referrals, write the infraction Primary Offense as Defiance/Insubordination and Secondary Offense as Disrespect for Others' Property . Follow the matrix for Defiance/Insubordination (from Level 1)
Dress Code (Consequences cannot be changed)	Parental contact; Reteach expectations; Verbal Warning	Up to 5 days of suspension from extracurricular activities and parent meeting with principal	Up to 3 days of In School-Suspension and up to 30 days of student ineligibility of participation in extracurricular activities, plus parental contact	Up to 3 days of In School-Suspension and up to 30 days of student ineligibility of participation in extracurricular activities, plus parental contact	Up to 3 days of In School-Suspension and up to 30 days of student ineligibility of participation in extracurricular activities, plus parental contact
ID Violation (Resets every quarter)	Parental contact; Reteach expectations; Verbal Warning	Verbal Warning and Parental Contact	Verbal Warning and Parental Contact	Lunch Detention	Lunch Detention

Level 1 Infractions

Level 1 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
Inappropriate Location	Parental contact; Reteach expectations; Verbal Warning	Lunch Detention	Lunch Detention (2)	Detention (1 hour)	For 5th and consecutive referrals, write the infraction Primary Offense as Defiance/Insubordination and Secondary Offense as Inappropriate Location . Follow the matrix for Defiance/Insubordination (from Level 1)
Inappropriate Touching/Public Display of Affection (PDA)	Parental contact; Reteach expectations; Verbal Warning	Lunch Detention	Detention (1 hour)	Detention (1 hour)	For 5th and consecutive referrals, write the infraction Primary Offense as Defiance/Insubordination and Secondary Offense as Inappropriate Touching/Public Display of Affection (PDA) . Follow the matrix for Defiance/Insubordination (from Level 1)
Leaving Class or Designated Area Without Permission	Lunch Detention	Lunch Detention (2)	Detention (1 hour)	Detention (1 hour)	For 5th and consecutive referrals, write the infraction Primary Offense as Defiance/Insubordination and Secondary Offense as Leaving Class or Designated Area Without Permission . Follow the matrix for Defiance/Insubordination (from Level 1)
Skipping Class	Lunch Detention	Lunch Detention (2)	Detention (1 hour)	Detention (1 hour)	Detention (1 hour)

Level 1 Infractions

<i>Level 1 Infractions</i>	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
<i>Tardy</i>	Parental contact; Reteach expectations; Verbal Warning	Lunch Detention	Lunch Detention	Lunch Detention	Detention (1 hour)

Level 2 Infractions

Level 2 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
Ammunition Possession	In School Suspension (1 day)	In School Suspension (2 days)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)
Assault on Employee and/or Student (non-SESIR)	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (2 days)	Out of School Suspension (3 days)
Buying/Selling Unauthorized Items	Parental contact; Reteach expectations; Verbal Warning	Lunch Detention	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)
Cheating/Plagiarism	Lunch Detention	Detention (1 hour)	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (1 day)
Defiance/Insubordination (from Level 1)	In School Suspension (1 day)	In School Suspension (2 days)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)
Defiance/Insubordination	Lunch Detention	Detention (1 hour)	In School Suspension (1 day)	In School Suspension (2 days)	Out of School Suspension (1 day)
Disruption	Parental contact; Reteach expectations; Verbal Warning	Lunch Detention	Detention (1 hour)	In School Suspension (1 day)	In School Suspension (2 days)
Elopement	Lunch Detention	Detention (1 hour)	Detention (1 hour)	In School Suspension (1 day)	In School Suspension (2 days)
Failure to Report	Lunch Detention	Detention (1 hour)	In School Suspension (1 day)	In School Suspension (1 day)	Out of School Suspension (1 day)
False Accusation Against Staff	After School Detention	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)
False/Misleading Information or Dishonesty	Detention 1 hour	In School Suspension (1 day)	In School Suspension (2 days)	Out of School Suspension (1 day)	Out of School Suspension (2 days)
Fighting (non-SESIR)	Out of School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (5 days)	Out of School Suspension (10 days)

Level 2 Infractions

Level 2 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
<i>Illegal/Secret Organizations</i>	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)
<i>Inciting Others</i>	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)
<i>Indecent Exposure</i>	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (5 days)
<i>Inappropriate Behavior (Other)</i>	Parental contact; Reteach expectations; Verbal Warning	Lunch Detention	Detention (1 hour)	In School Suspension (1 day)	Out of School Suspension (1 day)
<i>Inappropriate Use of Technology</i>	Lunch Detention	Detention (1 hour)	In School Suspension (1 day)	In School Suspension (2 days)	Out of School Suspension (1 day)
<i>Laptop Damages</i>	In School Suspension (1 day)	In School Suspension (2 days)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (2 days)
<i>Leaving School Without School and Parent/Guardian Approval</i>	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (3 days)
<i>Disrespect (Level 2) (Previously Malicious Acts/Disrespect)</i>	Parental contact; Reteach expectations; Verbal Warning	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)
<i>Inappropriate Physical Contact/Scuffling</i>	Detention (1 hour)	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (2 days)
<i>Non-Prescription (OTC) Drug Possession/Use/Distribution</i>	Parental contact; Reteach expectations; Verbal Warning	Detention (1 hour)	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)

Level 2 Infractions

Level 2 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
<i>Pantsing</i>	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)
<i>Possession of a Stolen Item</i>	Detention (1 hour)	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)
<i>Possession of Contraband Materials</i>	In School Suspension (1 day)	In School Suspension (2 days)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)
<i>Profane, Obscene, Abusive Language, or Materials</i>	Lunch Detention	Detention (1 hour)	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)
<i>Profanity to School District Employees</i>	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (5 days)
<i>Theft (Up to \$749.99)</i>	In School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (10 days)
<i>Threat to Harm (non-criminal)</i>	In School Suspension (1 day)	In School Suspension (2 days)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (5 days)
<i>Threat to Property of Staff</i>	In School Suspension (1 day)	In School Suspension (2 days)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)
<i>Unsafe Act</i>	Detention (1 hour)	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)
<i>Vandalism (up to \$999.99)</i>	In School Suspension (1 day)	In School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (5 days)

Level 3 Infractions

Level 3 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
Alcohol	Out of School Suspension (5 days) and Recommendation to REACH in lieu of alternative placement (18 weeks)	Out of School Suspension (10 Days) and Recommendation to alternative placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Burglary	Out of School Suspension (5 days) and Recommendation to REACH in lieu of alternative placement (18 weeks)	Out of School Suspension (10 Days) and Recommendation to alternative placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Bullying	Out of School Suspension (5 Days)	Out of School Suspension (10 Days) and REACH in lieu of Alternative Placement (18 weeks)	Out of School Suspension (10 days) and Recommendation to alternative placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Criminal Mischief	Out of School Suspension (5 Days)	Out of School Suspension (10 Days) and REACH in lieu of Alternative Placement (18 weeks)	Out of School Suspension (10 days) and Recommendation to alternative placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.

Level 3 Infractions

Level 3 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
Disruption on Campus-Major	Out of School Suspension (5 Days)	Out of School Suspension (10 days) and Recommendation to REACH in lieu of alternative placement (18 weeks)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Drug Sale or Distribution (excluding alcohol)	Out of School Suspension (10 days) and Recommendation to REACH in lieu of alternative placement (18 weeks)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Drug Use/Possession (excluding alcohol)	Out of School Suspension (10 days) and Recommendation to REACH in lieu of alternative placement (9 weeks)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Out of School Suspension (10 days) and REACH required	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Extortion	Out of School Suspension (5 days)	Out of School Suspension (10 days) and Recommendation to REACH in lieu of alternative placement (18 weeks)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Fighting	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (7 days)	Out of School Suspension (10 days)	Repeat offenses will be handled progressively and result in higher consequence levels.

Level 3 Infractions

Level 3 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
Grand Theft	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (10 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.
Harassment	Out of School Suspension (5 Days)	Out of School Suspension (10 Days) and REACH in lieu of Alternative Placement (18 weeks)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Hazing	Out of School Suspension (5 Days)	Out of School Suspension (5 Days) and REACH in lieu of Alternative Placement (18 weeks)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Off-Campus Felony	Suspension with recommendation to alternative placement	Suspension with recommendation to alternative placement	Suspension with recommendation to alternative placement	Suspension with recommendation to alternative placement	Suspension with recommendation to alternative placement
Other Major Incidents	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (5 Days) and REACH in lieu of Alternative Placement (18 weeks)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.
Pornographic Materials	In-School Suspension (3 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Repeat offenses will be handled progressively and result in higher consequence levels.

Level 3 Infractions

Level 3 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
Robbery	Out of School Suspension (5 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Sexual Harassment	Out of School Suspension (5 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Sexual Offenses	Out of School Suspension (5 days)	Out of School Suspension (5 days)	Out of School Suspension (7 days)	Out of School Suspension (10 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)
Simple Battery	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (7 days)	Out of School Suspension (10 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)
Technology Infraction (major)	In-School Suspension (3 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (5 days)
Threat/Intimidation	Out of School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (5 Days) and REACH in lieu of Alternative Placement (18 weeks)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.

Level 3 Infractions

Level 3 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
Tobacco	In-School Suspension (3 days) or 2 days in abeyance with completion of the appropriate TPP course	Out of School Suspension (3 days)	Out of School Suspension (10 days) and REACH required	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Trespassing	Out of School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (7 days)	Out of School Suspension (10 days)
Vaping Paraphernalia	In-School Suspension (3 days) or 2 days in abeyance with completion of the appropriate TPP course	Out of School Suspension (3 days)	Out of School Suspension (10 days) and REACH required	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Wireless Device/Cell Phone Infraction	Cell Phone Confiscation	Cell Phone Confiscation	Cell Phone Confiscation and In-School Suspension (1 day)	Cell Phone Confiscation and In-School Suspension (1 day)	Cell Phone Confiscation and In-School Suspension (1 day)
Wireless Device/Cell Phone Infraction Defiance	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 day)	Out of School Suspension (3 days)

Level 4 Infractions

<i>Level 4 Infractions</i>	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
<i>Aggravated Battery</i>	Recommendation for Expulsion	N/A	N/A	N/A	N/A
<i>Arson</i>	Recommendation for Expulsion	N/A	N/A	N/A	N/A
<i>Homicide</i>	Recommendation for Expulsion	N/A	N/A	N/A	N/A
<i>Kidnapping</i>	Recommendation for Expulsion	N/A	N/A	N/A	N/A
<i>Sexual Assault</i>	Recommendation for Expulsion	N/A	N/A	N/A	N/A
<i>Sexual Battery</i>	Recommendation for Expulsion	N/A	N/A	N/A	N/A
<i>Weapons Possession</i>	Recommendation for Expulsion	N/A	N/A	N/A	N/A

High School Discipline Matrix

Level 1 Infractions

Level 1 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
Disrespect	Parental contact; Reteach expectations; Verbal Warning	Lunch Detention	Detention (1 hour)	For 4th and consecutive referrals, write the Primary Offense as Defiance/Insubordination and Secondary Offense as Disrespect . Follow the matrix for Defiance/Insubordination (from Level 1)	N/A
Disrespect for Others' Property	Parental contact; Reteach expectations; Verbal Warning	Lunch Detention	Detention (1 hour)	For 4th and consecutive referrals, write the Primary Offense as Defiance/Insubordination and Secondary Offense as Disrespect for Others' Property . Follow the matrix for Defiance/Insubordination (from Level 1)	N/A
Dress Code	Parental contact; Reteach expectations; Verbal Warning	Up to 5 days of suspension from extracurricular activities and parent meeting with principal	Up to 3 days of In School Suspension and up to 30 days of student ineligibility of participation in extracurricular activities, plus parental contact	Up to 3 days of In School Suspension and up to 30 days of student ineligibility of participation in extracurricular activities, plus parental contact	Up to 3 days of In School Suspension and up to 30 days of student ineligibility of participation in extracurricular activities, plus parental contact
ID Violation	Parental contact; Reteach expectations; Verbal Warning	Lunch Detention	Lunch Detention	Lunch Detention	Lunch Detention

Level 1 Infractions

Level 1 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
<i>Inappropriate Location</i>	Parental contact; Reteach expectations; Verbal Warning	Lunch Detention	Detention (1 hour)	For 4th and consecutive referrals, write the Primary Offense as <i>Defiance/Insubordination</i> and Secondary Offense as <i>Inappropriate Location</i> . Follow the matrix for <i>Defiance/Insubordination (from Level 1)</i>	N/A
<i>Inappropriate Touching/Public Display of Affection (PDA)</i>	Parental contact; Reteach expectations; Verbal Warning	Lunch Detention	Detention (1 hour)	For 4th and consecutive referrals, write the Primary Offense as <i>Defiance/Insubordination</i> and Secondary Offense as <i>Inappropriate Touching/Public Display of Affection (PDA)</i> . Follow the matrix for <i>Defiance/Insubordination (from Level 1)</i>	N/A
<i>Leaving Class or Designated Area Without Permission</i>	Lunch Detention	Detention (1 hour)	Detention (1 hour)	For 4th and consecutive referrals, write the Primary Offense as <i>Defiance/Insubordination</i> and Secondary Offense as <i>Leaving Class or Designated Area Without Permission</i> . Follow the matrix for <i>Defiance/Insubordination (from Level 1)</i>	N/A
<i>Skipping Class</i>	Detention (1 hour)	Detention (1 hour)	Detention (1 hour)	Detention (1 hour)	Detention (1 hour)
<i>Tardy</i>	Lunch Detention	Lunch Detention	Detention (1 hour)	Detention (1 hour)	Detention (1 hour)

Level 2 Infractions

Level 2 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
<i>Ammunition Possession</i>	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (3 days)
<i>Assault on Employee and/or Student (non-SESIR)</i>	Out of School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (10 days) and Recommendation to alternative placement (18 weeks)
<i>Buying/Selling Unauthorized Items</i>	Lunch Detention	Detention (1 hour)	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (3 days)
<i>Cheating/Plagiarism</i>	Lunch Detention	Detention (1 hour)	In-School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (1 day)
<i>Defiance/Insubordination (from Level 1)</i>	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (1 days)	Out of School Suspension (2 days)	Out of School Suspension (3 days)
<i>Defiance/Insubordination</i>	Lunch Detention	Detention (1 hour)	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)
<i>Disruption</i>	Parental contact; Reteach expectations; Verbal Warning	Lunch Detention	Detention (1 hour)	In School Suspension (1 day)	Out of School Suspension (1 day)
<i>Elopement</i>	Detention (1 hour)	Detention (1 hour)	In School Suspension (1 day)	In School Suspension (2 days)	Out of School Suspension (1 day)
<i>Failure to Report</i>	Lunch Detention	Detention (1 hour)	In School Suspension (1 day)	In School Suspension (1 day)	Out of School Suspension (1 day)
<i>False Accusation Against Staff</i>	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)

Level 2 Infractions

Level 2 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
<i>False/Misleading Information or Dishonesty</i>	Detention (1 hour)	In School Suspension (1 day)	In School Suspension (2 days)	Out of School Suspension (1 day)	Out of School Suspension (2 days)
<i>Fighting (non-SESIR)</i>	Out of School Suspension (3 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (5 days)	Out of School Suspension (10 days)
<i>Illegal/Secret Organizations</i>	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)
<i>Inciting Others</i>	Out of School Suspension (1 day)	Out of School Suspension (3 day)	Out of School Suspension (5 days)	Out of School Suspension (5 days)	Out of School Suspension (5 days)
<i>Indecent Exposure</i>	Out of School Suspension (3 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (5 days)	Out of School Suspension (5 days)
<i>Inappropriate Behavior (Other)</i>	Parental contact; Reteach expectations; Verbal Warning	Lunch Detention	Detention (1 hour)	In School Suspension (1 day)	Out of School Suspension (1 day)
<i>Inappropriate Use of Technology(this is a new proposed infraction)</i>	Parental contact; Reteach expectations; Verbal Warning	Lunch Detention	In School Suspension (1 day)	In School Suspension (1 days)	Out of School Suspension (1 day)
<i>Laptop Damages</i>	In School Suspension (1 day)	In School Suspension (2 days)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)
<i>Leaving School Without School and Parent/Guardian Approval</i>	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)
<i>Disrespect (Level 2) (Previously Malicious Acts/Disrespect)</i>	Parental contact; Reteach expectations; Verbal Warning	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)

Level 2 Infractions

Level 2 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
<i>Inappropriate Physical Contact/Scuffling</i>	Detention (1 hour)	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)
<i>Non-Prescription (OTC) Drug Possession/Use/Distribution</i>	Parental contact; Reteach expectations; Verbal Warning	Detention (1 hour)	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)
<i>Pantsing</i>	Out of School Suspension (1 day)	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (7 days)	Out of School Suspension (10 days)
<i>Possession of a Stolen Item</i>	Detention (1 hour)	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)
<i>Possession of Contraband Materials</i>	Out of School Suspension (1 day)	Out of School Suspension (3 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (5 days)
<i>Profane, Obscene, Abusive Language, or Materials</i>	Lunch Detention	Detention (1 hour)	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)
<i>Profanity to School District Employees</i>	Out of School Suspension (1 day)	Out of School Suspension (3 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (5 days)
<i>Theft (Up to \$749.99)</i>	In School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (10 days)
<i>Threat to Harm (non-criminal)</i>	Out of School Suspension (1 day)	Out of School Suspension (3 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (5 days)
<i>Threat to Property of Staff</i>	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (5 days)
<i>Unsafe Act</i>	Detention (1 hour)	In School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (3 days)

Level 2 Infractions

<i>Level 2 Infractions</i>	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
<i>Vandalism (up to \$999.99)</i>	Out of School Suspension (1 day)	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (10 days)	Out of School Suspension (10 days) and Recommendation to alternative placement
<i>Vehicle/Parking Violation</i>	5 Days Parking Suspension	10 Days Parking Suspension	Revocation of Parking for School Year	Permanent Revocation of Parking	N/A

Level 3 Infractions

Level 3 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
<i>Alcohol</i>	Out of School Suspension (10 days) and Recommendation to REACH in lieu of alternative placement (18 weeks)	Out of School Suspension (10 days) and Recommendation to alternative placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
<i>Burglary</i>	Out of School Suspension (10 days) and Recommendation to alternative placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
<i>Bullying</i>	Out of School Suspension (10 days) and Recommendation to REACH in lieu of alternative placement (18 weeks)	Out of School Suspension (10 days) and Recommendation to alternative placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.

Level 3 Infractions

Level 3 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
<i>Criminal Mischief</i>	Out of School Suspension (10 days)	Out of School Suspension (10 days) and Recommendation to alternative placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
<i>Disruption on Campus-Major</i>	Out of School Suspension (10 days)	Out of School Suspension (10 days) and Recommendation to alternative placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
<i>Drug Sale or Distribution (excluding alcohol)</i>	Out of School Suspension (10 days) and Recommendation to REACH in lieu of alternative placement (18 weeks)	Out of School Suspension (10 days) and Recommendation to alternative placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
<i>Drug Use/Possession (excluding alcohol)</i>	Out of School Suspension (10 days) and Recommendation to REACH in lieu of alternative placement (9 weeks)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Out of School Suspension (10 days) and REACH required	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.

Level 3 Infractions

Level 3 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
Extortion	Out of School Suspension (10 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Fighting	Out of School Suspension (5 days)	Out of School Suspension (7 days)	Out of School Suspension (10 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.
Grand Theft	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Harassment	Out of School Suspension (5 Days)	Out of School Suspension (10 days) and Recommendation to alternative placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Hazing	Out of School Suspension (10 days)	Out of School Suspension (10 days) and Recommendation to alternative placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.

Level 3 Infractions

Level 3 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
Off-Campus Felony	Suspension with recommendation to alternative placement	Suspension with recommendation to alternative placement	Suspension with recommendation to alternative placement	Suspension with recommendation to alternative placement	Suspension with recommendation to alternative placement
Other Major Incidents	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (10 days) and Recommendation to alternative placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Pornographic Materials	In-School Suspension (3 day)	Out of School Suspension (5 days)	Out of School Suspension (10 days)	Out of School Suspension (10 days) and Recommendation to alternative placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.
Robbery	Out of School Suspension (10 days) and Recommendation to alternative placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Sexual Harassment	Out of School Suspension (5 Days)	Out of School Suspension (10 days) and Recommendation to alternative placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
Sexual Offenses	Out of School Suspension (10 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.

Level 3 Infractions

Level 3 Infractions	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
<i>Simple Battery</i>	Out of School Suspension (5 days)	Out of School Suspension (10 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
<i>Technology Infraction (major)</i>	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
<i>Threat/Intimidation</i>	Out of School Suspension (5 days)	Out of School Suspension (10 Days) and Recommendation to Alternative Placement (18 weeks)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
<i>Tobacco</i>	In-School Suspension (3 day) or 2 days in abeyance with completion of the appropriate TPP course	Out of School Suspension (3 days)	Out of School Suspension (10 days) and REACH required	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
<i>Trespassing</i>	Out of School Suspension (2 days)	Out of School Suspension (3 days)	Out of School Suspension (5 days)	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.

Level 3 Infractions

<i>Level 3 Infractions</i>	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
<i>Vaping Paraphernalia</i>	In-School Suspension (3 day) or 2 days in abeyance with completion of the appropriate TPP course	Out of School Suspension (3 days)	Out of School Suspension (10 days) and REACH required	Repeat offenses will be handled progressively and result in higher consequence levels.	Repeat offenses will be handled progressively and result in higher consequence levels.
<i>Wireless Device/Cell Phone Infraction</i>	Cell Phone Confiscation	Cell Phone Confiscation	Cell Phone Confiscation and In-School Suspension (1 day)	Cell Phone Confiscation and In-School Suspension (1 day)	Cell Phone Confiscation and In-School Suspension (1 day)
<i>Wireless Device/Cell Phone Infraction Defiance</i>	Out of School Suspension (1 day)	Out of School Suspension (1 day)	Out of School Suspension (2 days)	Out of School Suspension (2 days)	Out of School Suspension (3 days)

Level 4 Infractions

<i>Level 4 Infractions</i>	1st Referral	2nd Referral	3rd Referral	4th Referral	5th Referral
<i>Aggravated Battery</i>	Recommendation for Expulsion	N/A	N/A	N/A	N/A
<i>Arson</i>	Recommendation for Expulsion	N/A	N/A	N/A	N/A
<i>Homicide</i>	Recommendation for Expulsion	N/A	N/A	N/A	N/A
<i>Kidnapping</i>	Recommendation for Expulsion	N/A	N/A	N/A	N/A
<i>Sexual Assault</i>	Recommendation for Expulsion	N/A	N/A	N/A	N/A
<i>Sexual Battery</i>	Recommendation for Expulsion	N/A	N/A	N/A	N/A
<i>Weapons Possession</i>	Recommendation for Expulsion	N/A	N/A	N/A	N/A



APPENDICES

APPENDICES

APPENDIX A

School Board Policies Relating to the Code of Student Conduct

To view the complete School Board policy click here, click on Policies in the upper right hand corner, and type the policy number.

[2430](#): District-Sponsored Clubs and Activities

[2431](#): Interscholastic Athletics

[2451](#): Alternative School Plans/Programs

[5111.01](#): Homeless Students

[5112](#): Entrance Requirements

[5200](#): Attendance

[5223](#): Absences for Religious Instruction

[5230](#): Late Arrival and Early Dismissal

[5310](#): Health Examinations and Screenings

[5320](#): Immunization and Health Examination

[5330](#): Use of Medications

[5410](#): Student Progression

[5500](#): Student Conduct

[5505](#): Academic Honesty

[5511](#): Student Dress Code

[5512](#): Smoking and Tobacco-Free Environment

[5516](#): Student Hazing

[5517](#): Anti-Harassment

[5517.01](#): Bullying and Harassment

[5517.02](#): Discrimination/Harassment Complaint Procedure

[5517.03](#): Dating Violence and Abuse

[5530](#): Drug Prevention

[5540](#): The Schools and Investigations Involving Students

[5600](#): Student Discipline

[5605](#): Suspension/Expulsion of Disabled Students

[5610](#): Removal, Out-of-School Suspension, and Expulsion of Students

[5610.01](#): Emergency Removal of Students

[5610.04](#): Suspension of Bus Riding/Transportation Privileges

[5610.05](#): Participation in Extra-Curricular Activities

[5611](#): Due Process Rights

[5630](#): Corporal Punishment and Use of Reasonable Force and Restraint

[5771](#): Search and Seizure

[5772](#): Weapons

[7421](#): Restrooms and Changing Facilities

[7440.02](#): Vandalism, Damage, Loss, and Malicious Mischief

[7540](#): Computer Technology and Networks

[7540.01](#): Technology Privacy

[7540.02](#): District Web Page

[7540.03](#): Student Network and Internet Acceptable Use and Safety

[7540.04](#): Staff Network and Internet Acceptable Use and Safety

[7542](#): Access to Technology Resources from Personal Communication Devices

[7543](#): Utilization of the District's Website and Remote Access to the District's Network

[8330](#): Student Records

[8462](#): Student Abuse, Abandonment, and Neglect

[8600](#): Transportation

[8965](#): Discrimination/Harassment Complaint Procedure

[9700](#): Relations with Special Interest Groups

APPENDIX B

The following form is completed during the parent FOCUS registration process.

CELL PHONES AND WIRELESS COMMUNICATION DEVICES

To minimize distractions and maintain an effective learning environment, the use of cell phones and other wireless communication devices is restricted during the school day. Students must keep all wireless communication devices turned off and out of sight. Unauthorized use of a wireless communication device is an infraction. Violations will result in the device(s) being taken away, with parents required to retrieve it from the school. Repeat offenses will lead to progressive disciplinary measures. Parents needing to contact their children during school hours should do so through the school's front office.

I acknowledge that I have read the Cell Phone and Wireless Communication Device Policy.

Parent/Guardian Signature: _____

CODE OF STUDENT CONDUCT:

The Code of Student Conduct is provided to students and families as a comprehensive document detailing the behaviors expected and prohibited at school or at school functions.

It is expected that parents/guardians read and review the document in its entirety with your children/students to be aware of the district expectations, District policies, and Florida Statutes.

Please check and sign the acknowledgment form below after reading. **Failure to return this acknowledgment form will not relieve a student or the parent(s) from the responsibility for knowledge of the contents of the Martin County School District Code of Student Conduct.**

Parent/Student:

- Please retain a copy of this document for your files. The original will be on file at the student's school. Note: All corrections/updates to the Code during the school year will be made online only.
- The Code is located on the Student Services webpage at www.martinschools.org. In an effort to conserve resources, copies of the Code are provided by request only. Please check the statements below that apply to you.
- If you wish to have any portion of the Code of Student Conduct explained to you, or if you need a printed copy, please contact your child's school.

Code of Student Conduct Parent Response:

- ☐ I have reviewed the Code of Student Conduct and all current district policies and Florida Statutes therein.
- ☐ I cannot access the Code of Student Conduct online.
- ☐ I wish to have a printed copy of the Code of Student Conduct.

My signature below indicates confirmation of my parental consent selections for the 2025-2026 school year.

Parent/Guardian Signature: _____ Date: _____



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MCSD

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