

CODE OF STUDENT CONDUCT 2025-2026



STUDYING
KNOWLEDGE
NEVER
TALENT
IMPROVE
LEARNING
ACADEMIC
GROWTH
TEXT
SUCCESS
BUSINESS
ACADEMIC
GROWTH
GOAL
STUDYING
GROWTH
END
WORK
BUSINESS
LEARNING
WISDOM
INTELLIGENT
STUDENT
PROGRESS
SKILL
STUDY
SCHOOL
MOTIVATE

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SECTION 1

Student Rights and Responsibilities



Safe, Positive Learning Environment

The purpose of this document is to assist students, parents, and school personnel in establishing and maintaining a safe, nurturing and well-disciplined learning environment for all. To be fully effective, the Code of Student Conduct addresses not only the role of the parents, the students, and the school, but also specifies areas relative to the responsibilities and rights of students and parents, grounds for disciplinary actions, and procedures to be followed for acts requiring disciplinary action.

Students in the School District of Manatee County are subject to the Code of Student Conduct during the school day and regular school activities, and while being transported on school buses or at public expense to and from school or other education facilities. Students are also subject at such time and places that include, but are not necessarily limited to, school sponsored events, field trips, athlete functions, and other activities where appropriate school personnel have jurisdiction over students. In addition, jurisdictional control over students may be extended as per Florida Statutes (F.S.) 1006.07, 1006.09, 1006.13, 1006.147, and 1003.31 whenever the conduct of a student is deemed to have a detrimental effect on the health, safety, and welfare of any member of the school community or the learning environment of the school.

It is the intent of the "Student Rights and Responsibilities" section of this Code that students understand that individual rights involve associated responsibilities and that individual rights must be viewed in relationship to the health, safety, and welfare of the majority of students in each school. In each school, the principal is responsible for orderly school administration, operation and instructional leadership, under supervision of the Superintendent, in accordance with the rules and regulations of the School Board. The Superintendent is authorized to assign or reassign a student to any program or school as deemed to be in the best interest of the student or School District, pursuant to F.S. 1006.08.

Students attending a Charter school or a School Choice school may be suspended, expelled, or reassigned during the school year as provided in this Code. School Choice may additionally be revoked for non-attendance, habitual tardiness, or disciplinary issues, upon the recommendation of the principal. The principal's recommendation is subject to review and approval by the District Administrative Appeals Committee. Hope Scholarship students must remain in good standing with this Code to continue their placement within the Hope Scholarship program. For questions concerning the Hope Scholarship, contact the Office of Student Assignment.

Principal's Responsibility

The principal of each school is responsible for the administration of the school and the enforcement of the District Code of Student Conduct. The principal has the authority to direct students and staff, and can impose any reasonable requirements that are consistent with the District Code of Student Conduct or School Board Policy. (F.S. 1006.09)

In Loco Parentis

State and federal law recognizes that teachers and school administrators have a need to stand in the place of parents over children entrusted to them at school. This is a concept called in loco parentis. This concept is reasonable for the fact that school personnel can search without a warrant based on reasonable suspicion and are not held to the higher standard of "probable cause" by which law

enforcement is bound. It is also responsible for the fact that school personnel can interrogate a student without providing him or her with Miranda warnings or allowing the student to call a parent or attorney. (F.S. 1003.31)

Notification of Nondiscrimination

The The School Board does not discriminate on the basis of race, color, ethnicity, religion, national origin, sex (including sexual orientation, transgender status, or gender identity), disability (including HIV, AIDS, or sickle cell trait), pregnancy, marital status, age (except as authorized by law), ancestry, or genetic information, which are classes protected by State and/or Federal law (collectively "protected classes") in its programs and activities, including employment opportunities. Equal access to facilities is also provided to the Boy Scouts and other patriotic youth groups, as required by the Boy Scouts of America Equal Access Act.

Questions, complaints, or requests for additional information regarding discrimination or harassment may be sent to:

Compliance Officer (CO)

Dr. Christina M. Britton
Executive Director, Human Resources
Walter E. Miller School Support Center
215 Manatee Ave. W, Bradenton, FL 34205
(941) 708-8770 x41239
equitycoordinator@manateeschools.net

Section 504/ADA Coordinators

Elementary & Secondary

Lisa Lyon
Director, Student Services
Professional Support Center
2501 63rd Ave. E, Bradenton, Florida 34203
(941) 751-6550 x43061
lyonl@manateeschools.net

Employees

Tracy Moore
Administrator, Employee Benefits
School Support Center
215 Manatee Ave. W, Bradenton, FL 34205
(941) 708-8770 x41154
Moore13T@manateeschools.net

Post-Secondary (MTC)

Tammy Ralston
Disability Resource Center Coordinator
Manatee Technical College
6305 State Road 70 East, Bradenton, FL 34203
(941) 751-7900 x46042
ralstont@manateeschools.net

Title IX - Schools & Educational Facilities

Elementary & Secondary

Lisa Lyon
Director, Student Services
Professional Support Center
2501 63rd Ave. E, Bradenton, FL 34203
(941) 751-6550 x43061
lyonl@manateeschools.net

Post-Secondary (MTC)

Colleen M. Maynard
Assistant Director, Manatee Technical College
6305 State Road 70 East, Bradenton, FL 34203
(941) 751-7900 x46034
maynardc@manateeschools.net

Title IX - District & Employment

Donna Peregoff
Assistant Director, Human Resources
School Support Center
215 Manatee Ave. W, Bradenton, FL 34205
(941) 708-8770 x41006
peregoffd@manateeschools.net

Title IX - Coordinator

Dr. Christina M. Britton
Executive Director Human Resources
School Support Center
215 Manatee Ave. W, Bradenton, FL 34205
(941) 708-8770 x41239
brittonc@manateeschools.net

Privacy and Property Rights

Students have the right to:

- Bring personal items to school
- Privacy unless there is reasonable suspicion that a student has a prohibited item on campus

Student Records

Students/Parents/Guardians have the right to:

- Inspect and review student records
- Be protected from the unlawful disclosure of student information

Parental Rights

- To be treated fairly and respectfully by school administration, teachers, and staff.
- To be notified promptly if your child is disciplined for inappropriate behavior and the consequences for those actions.
- To appeal disciplinary actions.
- To receive pertinent, accurate, and timely information about your child's academic progress.

First Amendment Freedom of Expression

Students have the right to:

- Express their ideas in a respectful and appropriate manner without disrupting the learning environment
- Exercise their religious beliefs
- A bullying harassment free environment

Pledge of Allegiance

F.S. 1003.44 requires the Pledge of Allegiance be recited at the beginning of each school day. When the national anthem is played or the pledge is recited, students and all civilians shall stand at attention, men removing the headdress, except when such headdress is worn for religious reasons. When the pledge is recited, students shall stand with the right hand over the heart. With a written request by a student's parent or guardian, a student will be excused from reciting the pledge, including standing and placing the right hand over his or her heart. When the pledge is given, unexcused students must show full respect to the flag by standing at attention. When the Junior Reserve Officer Training Corps (JROTC) Color Guard presents the colors for the national anthem or Pledge of Allegiance at a school or district function, the audience is asked to rise before the procession begins from the back of the room. The audience remains standing after the pledge or anthem and during the entire time the Color Guard walks to the back of the room. The audience remains standing until the Color Guard is dismissed.

Students are responsible for:

- Any lost, stolen, damaged property they bring on campus
- Obeying laws and school policy regarding prohibited items

Students are responsible for:

- Sharing accurate and pertinent information helpful in making educational decisions with appropriate school personnel

Parental Responsibilities

- To be actively involved in your child's education.
- To access information about the school board's policies and procedures.
- To provide your child's school with updated emergency contact information to include your address.
- To ensure that child student follows the student code of conduct.
- To ensure that your child is in attendance and on time every day.

Students are responsible for:

- Respecting the rights of others' self-expression
- Respecting the religious beliefs of others
- Reporting bullying or harassment immediately to a staff member

Grades

Students have the right to:

- Receive course grades that are reflective of academic achievement
- Receive a teacher's grading criteria at the beginning of each course
- Be notified of failure/potential failure when work is unsatisfactory

Students are responsible for:

- Monitoring academic performance regularly
- Learning grading criteria that demonstrate a course's success
- Meeting academic standards in line with ability and to make every effort to improve unsatisfactory work

Curriculum

Students have the right to:

- Have equal educational opportunities in academic and extracurricular programs, within reasonable limits
- Receive learning expectations for mastery
- Learn from competent teachers in an atmosphere free from bias and prejudice
- Have access to advanced and accelerated coursework when readiness is demonstrated

Students are responsible for:

- Asking for help from school staff in choosing course
- Asking questions when learning expectations are unclear
- Cooperating with teachers and contribute to an atmosphere free from bias and prejudice
- Making every effort to master academic standards

Artificial Intelligence (AI)

- The School Board recognizes the positive impact that Artificial Intelligence (AI) technology and Natural Language Processing (NLP) tools may have in the District's educational program and operations.
- Any use of artificial intelligence technology in the District's educational program or operations must be in accordance with State and Federal law as well as Board policies.
- Unauthorized use of AI/NLP tools is considered a form of plagiarism per Policy 7540.03 and any student found using these tools without permission will be disciplined in accordance with the Student Code of Conduct.
- Students can use AI/NLP tools in the school setting if they receive prior permission/consent from their teacher, so long as they use the AI/NLP tools in an ethical manner including proper citation.
- Research assistance
- Data Analysis
- Language translation
- Writing assistance
- Accessibility

Violation of this policy may result in disciplinary consequences. Students may be disciplined for violations, up to and including suspension or expulsion. For additional information, see School Board Policy 7540.03.

Student Identification

Students must always have their student ID on them when they are on a school campus or on any district bus. If the school requires students to wear or otherwise display their student ID, then students must follow all procedures pursuant to that rule. Students must also display their student ID, and have it scanned each time they board a district bus.

Moments of Silence

Per F.S. 1003.45, the principal of each public school shall require teachers in first-period classrooms in all grades to set aside at least 1 minute, but not more than 2 minutes, daily for a moment of silence, during which students may not interfere with other students' participation. A teacher may not make suggestions as to the nature of any reflection that a student may engage in during the moment of silence. Each first-period classroom teacher should encourage parents or guardians to discuss the moments of silence with their children and to make suggestions as to the best use of this time.

School Dress Code

The dress and grooming of district students shall be neat and clean, promoting a safe and positive educational environment. Apparel that disrupts educational activities and processes of the school may result in the removal of the student from the regular learning environment until acceptable apparel can be secured for the student. Failure to comply with the dress code may result in disciplinary consequences outlined in state statute and the district discipline matrix.

Pursuant to F.S. 1006.07, wearing clothing that exposes underwear or body parts in an indecent or vulgar manner or that disrupts the learning environment will have specific consequences.

Requirements for student dress in all schools are listed below:

- a. All shirts and blouses must cover the midriff, back, sides, and all undergarments including bra straps at all times. All shirts, tops, and dresses shall have sleeves and cover the shoulders.
- b. Shorts, skirts, skorts, and dresses are allowed. They must be mid-thigh length or longer.
- c. All trousers, pants, or shorts must completely cover undergarments and worn at the waist.
- d. All clothing, jewelry, or body art, tattoos, nail art, shall not have: profanity, violent images, weapons, wording or suggestion; sexually suggestive phrases or images; gang-related symbols; alcohol, tobacco, drugs, or advertisements for such products.
- e. Safe and appropriate footwear must be worn. Inappropriate footwear includes, but is not limited to, roller skates, skate shoes, and bedroom slippers.
- f. Form-fitting leotard/spandex type clothing (to include shorts and leggings) are allowed with proper garments that cover to mid-thigh length or longer.
- g. See-through or mesh fabric clothing may only be worn over clothing meeting requirements.
- h. Sleepwear shall not be worn as outer garments.
- i. Sunglasses may not be worn inside unless a parent provides a doctor's note to the school. Field trips are an exception.
- j. Bandanas or sweatbands are not allowed to be visible on school grounds during regular school hours.
- k. Hats or other head coverings may be worn during outside P.E. activities and may not be worn during any portion of the regular school day without the expressed permission of the principal.
- l. If the school has a mandatory school uniform policy, the student must adhere to those requirements. These programs will provide detailed requirements to both students and parents.

School Uniforms Policy

- a. Manatee County elementary or secondary schools may implement a mandatory uniform policy, governing students enrolled at the school only if all conditions set forth in the following procedures are met: A Favorable vote of at least 67% or more by the School Advisory Council (SAC) must occur to support mandatory use of uniforms for students.
- b. The school or SAC conducts a survey of parents of all students in that school and at least 51% percent of the families completing the survey must indicate that they are in favor of establishing such a program. Ballots must be received from a majority of eligible families. Parents are to be surveyed every three years at any school implementing a uniform program.
- c. The school must establish a uniform committee that adequately represents all segments of the school community. The uniform committee must follow guidelines promulgated by the Superintendent for selection of uniforms.
- d. The school-selected uniforms must comply in all respects with the other provisions of the district rules concerning appropriate attire.
- e. The uniform selected may not be characterized as gender-specific (both boys and girls may wear slacks).
- f. The school must make provisions for those students who, by reason of financial hardship, cannot comply with the uniform and must notify the students' parents of these provisions.

Communication

Each school implementing a uniform policy must communicate to parents the following:

7. Types and colors of uniform;
8. Requirements for jackets or outer garments;
9. Optional articles of attire, if any;
10. Compliance measures to be employed;
11. The availability of financial support and the procedures for applying for assistance;
12. Methods to facilitate recycling of uniforms within the school community; and
13. Notice of uniform sales and lists of competitive process from vendors of uniform articles.

The means by which this information is communicated shall include one or more of the following: school newsletters, parent forums, telephone hotline, PTA/PTO meetings and newsletters, school advisory council meetings, television, radio, newspaper announcements, posters displayed at school and in the community, and registration materials.

Compliance Measures

- A. Each school shall develop incentives and positive reinforcement measures to encourage full compliance with the uniform policy. Each school should strive to achieve full compliance through use of incentives and positive reinforcement measures and should resort to disciplinary action only when positive measures fail to ensure compliance. In addition, school shall communicate with parents so that expectations, rationale and benefits are fully understood by the student and family.

- B. If necessary, disciplinary action may be taken to encourage compliance with the policy. Since the intent of the policy is not to inhibit or prohibit any student who is not in uniform from receiving the education to which he or she is entitled, no student shall be suspended from class or from school, expelled from school, or receive a lowered academic grade as a result of not complying with policy.
- C. Prior to initiating any disciplinary action against a student not complying with the policy, a school administrator shall hold a conference with parent or guardian to solicit cooperation and support.
- D. Disciplinary action is initiated only after all other means to secure support and cooperation as mentioned above have not succeeded. A “progressive discipline” approach is to be employed by the school support staff so as to encourage full and consistent compliance with the least amount of disciplinary action.
- E. In order to ensure a smooth transition to a uniform policy, and in order to ensure that incentives and positive reinforcement measures are employed before resorting to disciplinary action, no school implementing a uniform policy shall take disciplinary action for the first two months of implementation unless those not in compliance materially or substantially interfere with the requirements of appropriate discipline.
 - a. Uniforms of a nationally recognized youth organization such as JROTC, Civil Air Patrol, or the Boy Scouts or Girl Scouts are worn on regular meeting days.
 - b. A student wears a button, arm band, or other accoutrement to exercise the right to freedom or speech as guaranteed by the First Amendment, unless the button, arm band, or other accoutrement signifies or is related to gangs, gang members or gang activity.
 - c. The wearing of a school uniform violates a student’s sincerely held religious belief.
 - d. A student’s parent or guardian has secured an exemption from the uniform policy by following the procedures set forth below.
- E. Exceptions to wearing the uniform are permitted when:
 - a. Parents should be notified of the exemption procedure.
 - b. A request is made by mail or in person by the parent or guardian for an Application for Exemption from the Uniform Program (“Application”). The parent or guardian may obtain an Application at the student’s school site.
 - c. The Application is completed in full and submitted to the school principal.
 - d. The school principal or other designated administrator meets with parents to discuss the uniform policy and the nature of objections to the policy. The purpose of this meeting includes:
 - i. Ensuring that parents or guardians understand the reason for, and goals of the uniform policy.
 - ii. Verifying the accuracy of the information on the Application.
 - iii. Preventing fraud or misrepresentation.
- D. Parents or guardians are permitted to exempt their children from the uniform program by the following procedures:

SECTION 2 | Attendance



Attendance

Regular school attendance is crucial for a student's educational success. Excessive absences can impact students' education, their ability to pass their classes, and may lead to court proceedings or the loss of driving privileges. A parent/guardian may excuse nine absences per year. The following are examples of excused absences, but not limited to:

Excused Absences

- Personal Illness
- Illness of an immediate family member
- Religious Holiday of student's religious beliefs
- Court appearance/Subpoena
- Doctors' appointment

Reporting Absences

In the event of a planned absence, the parent or guardian shall notify the school prior to the absence. Any student that is absent from school shall provide appropriate documentation within 48 hours of returning to school for the absence to be marked excused. All absences will automatically be marked unexcused until parent/guardian has contacted the school, or documentation has been submitted. The principal/designee will determine if the documentation meets the criteria for the absence to be excused, and the decision will be final.

Make-up Work

After an excused absence, students must arrange with their teacher for any make-up work. Students have the same number of days they were absent to make up their work. This rule does not apply to some long-term assignments. (A long-term assignment is when a student has 10 or more days to complete the work.) These long-term assignments will be due on the specified date unless excused in writing by the teacher or principal. It is the student's responsibility to make these arrangements and to submit make-up work within the deadlines set by the teacher(s). Students do not have the right to make up work if the absence was unexcused.

Semester Exams

Semester exams may not be given early. Students may take their semester exams upon return to school.

Truancy

A "Truant" student is a student, subject to compulsory school attendance, who has had (F.S. 1003.01):

- 5 unexcused absences (or absences for which reasons are unknown) within a calendar month; or
- 10 unexcused absences (or absences for which reasons are unknown) within any 90 calendar days; or
- Has had more than 15 unexcused absences within 90 calendar days.

The SDMC will follow all requirements for reporting truant students as outlined in F.S. 1003.27.

Florida State Statute (1003.24) reports parents are responsible for the attendance of children.

Florida State Statute (1003.26) provides the school district the ability to enforce school attendance.

15 unexcused absences in a 90-day calendar period will result in referral to Truancy Court.

Driver's License

Florida law requires that all minors who fail to comply with the state's attendance requirements lose their driving privileges by the Department of Highway Safety and Motor Vehicles (DHSMV). Students aged 14-18 with fifteen (15) accumulated unexcused absences, not including out-of-school suspensions, in a 90-calendar day period. Any student with their driving privileges removed will have to satisfy the state requirement of attending 30 consecutive school days, with no unexcused absences, to receive a reinstatement of driver's license privileges form.

Homeless Student Rights Under the McKinney-Vento Act

Under the McKinney-Vento Act, homeless students have the right to attend school, regardless of the location where they live or the length of time at that location. The student is to be enrolled immediately, regardless of whether the appropriate records required for enrollment are presented. The school will refer the parent/guardian to Project Heart, which will help in obtaining the required records. Students eligible under the McKinney-Vento Act have the right to continue attending the same school they attended before their housing situation changed, or the school last attended, as well as receive assistance with transportation to that school of origin. Furthermore, the students are allowed to attend the school of origin for the rest of the school year, even if they obtain permanent housing during the school year.

If a student who is eligible under the McKinney-Vento Act is sent to a school other than the school of origin, a reason must be provided in writing, along with the process for appealing such a decision. The student may remain in the school of origin during the appeal. If it is proven the student was not eligible for McKinney-Vento Act rights and services, but the parent/guardian accepted goods, services, or special right, including free school lunch, school fraud rules will apply. The parent/guardian will be notified in writing and provided with the process for disputing the charges of fraud.

The Hope Scholarship Program

If have been subjected to a range of violent incidents on campus to include battery, harassment, hazing, bullying, kidnapping, physical attack, robbery, sexual offenses, assault, threat, intimidation, or fighting, parents may choose to withdraw their student from their zoned school and enroll them in another public school that has capacity, or to request a scholarship to attend an eligible private school. Requests for scholarships to participating private schools is on a first-come, first-serve basis and is subject to available funding and other restrictions, per F.S. 1002.40.

Know CHOICE Options

Parents who want their child to attend a different school, visit Office of Student Assignment and follow the CHOICE Student Assignment Plan procedures or call them at (941) 708-4971.

Length of the Hope Scholarship

Upon approval of Hope Scholarship, a student will be permitted to remain at the school of choice until he/she completes the highest-grade level available at the school.

The student is required to follow the District's published school rules and/or the Code of Student Conduct. Violation of District published rules and/or the Code of Student Conduct may result in the student being assigned to another School District of Manatee County school selected by the superintendent or the superintendent's designee.

If a student is attending a charter school or a school out of your assigned area under the School Choice Program, you may be suspended, expelled or reassigned during the school year as provided in this Code. Your school choice may additionally be revoked for non-attendance, habitual tardiness, or disciplinary issues, upon the recommendation of the principal. The principal's recommendation is subject to review and approval by the District Administrative Appeals Committee.

SECTION 3

Positive School Climates



Positive School Climate

Students have the right to:

- Attend a school with a positive learning environment
- Have positive relationships with school staff
- Support for students who are experiencing an emotional crisis, trauma, or serious challenges in their homes or community
- Clean and well-maintained campuses

Students are responsible for:

- Following the Code of Student Conduct
- Reporting unsafe situations to a staff member immediately
- Advocating for help when it is needed

Electronic Equipment

The SDMC follows all State of Florida legislation in regard to electronic devices. This new legislation includes the following:

- Prohibits electronic devices from being used by elementary and middle school students during the school day.
- Prohibits high school use of electronic devices during instructional time, except as authorized, with teacher-designated storage areas and board-adopted usage zones.
- Provides exceptions for medical or educational needs.

SDMC students in elementary or middle school settings may not use cell phones or other non-district issued electronic items during the school day.

High school students may not use wireless communications devices during instructional time, except when expressly directed by a teacher solely for educational purposes or in designated areas determined by the school board or school administration.

A high school teacher shall designate an area for wireless communication devices during instructional time, and school administration will adopt rules governing the use of wireless communication devices by a student while on school property or in attendance at a school function, including rules (HB1105):

1. Designating locations within school buildings where a student may use his or her wireless communications device with the express permission of a school administrator.
2. Allowing the use of a wireless communications device by a student during the school day in accordance with:
 - A. The student's individualized education plan;
 - B. The student's 504 accommodation plan issued under s. 504 of the Rehabilitation Act of 1973; or
 - C. A doctor's note from a physician licensed under chapter 458 or chapter 459 certifying in writing that the student requires the use of a wireless communications device based upon valid clinical reasoning or evidence.

Electronic devices include, but are not limited to, the following:

- music playback or streaming devices
- camera
- cellular phone (including the camera that may be part of the phone)
- video or digital recorder
- video gaming devices
- computer or tablet (unless specifically authorized for academic purposes)
- smart watches, smart glasses, or any other smart devices when used as a cellular device
- earbuds or headphones

Failure to comply with regulations set forth by the school, school district, or Florida law could result in confiscation of the device(s) and referral of “defiance” with appropriate consequence(s).

To ensure timely communication between the parent(s) or guardian(s) during emergencies, please be sure your emergency contact information is up to date.

REGISTER YOUR EMERGENCY CONTACT INFORMATION TODAY!

The school district, in cooperation with TIFF (To Inform Families First) urges you and your family to register your emergency contact phone numbers TODAY. In the event of an emergency, families can be notified more quickly through this service. On the Internet, simply log onto the following website as follows: www.hsmv.state.fl.us

Click ONLINE SERVICES - EMERGENCY CONTACT INFORMATION

For more information on this important initiative click on: www.toinformfamiliesfirst.org

Technology and Internet Safety Policy

Technology is an integral part of a student’s educational experience and must be used in a way this is consistent with the goals of the School District of Manatee County (SDMC). Technology includes, but is not limited to, computers, tablets, other electronic devices, software, email, the Internet, and other network resources. Student use of technology is a privilege, and students are responsible for using it appropriately. This includes use of district technology while off school property. The following are improper uses of technology:

- a. Photographing, recording, or using images of any person without their knowledge or consent.
- b. Accessing pornographic or obscene images, language or materials, including screen savers.
- c. Transmitting any material in violation of federal, state, local law, School Board policy, regulation, or the District Code of Student Conduct. This includes but is not limited to copyrighted material, threatening, obscene or pornographic material, test questions or answers, student work products, trade secrets, and computer viruses or malware.
- d. Using technology for commercial activities unless explicitly permitted by the School Board.
- e. Modifying the original SDMC pre-set software image including but not limited to loading software applications not authorized by SDMC, changing the computer name, changing or removing operating system extensions, altering security/filtering software, altering the pre-loaded operating system or application, or taking apart the computer for access to internal parts.
- f. Downloading music, games, or videos at any time on a district computer.

- g. Using cellular phones or other wireless communication devices during unauthorized times of the school day. Cellular phones, tablets, and other electronic devices may only be used on campus before or after school, unless a school has different policy restrictions, or students have permission from an administrator or designee.
- h. Using email, instant messaging, texting, social media, web pages or other technology operations to threaten, disrupt, or interfere with the safety and welfare of the school community, including engaging in cyber-bullying, harassment, or "sexting."
- i. Gaining or attempting to gain unauthorized access to SDMC networks, computer servers, or data files.
- j. Gaining or attempting to gain unauthorized access to non-SDMC networks, computer servers, or data files utilizing SDMC equipment.
- k. Using profanity, obscenity, or other language which may be offensive to another person, or reposting personal communications without the author's prior consent, when using computer network access.
- l. Downloading or printing any material that is deemed inappropriate by the School District.
- m. Attempting to log on to the SDMC network or other district-affiliated systems using another's identify or password.
- n. Sharing of logins and passwords to the SDMC network.
- o. Bypassing or attempting to bypass SDMC filtering software.
- p. Unauthorized disclose, use and dissemination of personal information regarding students, unauthorized online access by students including hacking and other unlawful activities and access by student to inappropriate matter on the Internet is prohibited.

Note: There is no right or expectancy of privacy on district provided or owned technology. School officials may review any information or files on such technology at any time.

Title IX

Title IX of the Education Amendments Act of 1972 is a federal law, enacted in 1972, which state: "No person in the United States shall, on the basis of sex, be excluded from participate in, be denied the benefits of, or be subjected to the discrimination under any education program or activity receiving Federal financial assistance."

The United State Department of Education requires school districts to follow a specific Title IX Grievance Process while investigating allegations of sexual misconduct. The Office of Civil Rights of the United State Department of Education considers sexual misconduct (including sexual harassment, sexual violence, sexual assault, and intimate partners violence) to be a form of sexual discrimination and requires the school districts to take immediate and effective steps to respond to sexual misconduct.

For a Title IX investigation to apply, the incident must have occurred in an education program or activity in which the district has substantial control over both the respondent and the context in which the incident occurred.

“Sexual harassment” means conduct on the basis of sex that satisfies one or more of the following:

1. Any School District of Manatee County employee conditions the provision of an aid, benefit, or service of the recipient on an individuals’ participation in unwelcome sexual conduct.
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the recipient’s education program or activity; or
3. “Sexual assault” as defined in 20 U.S.C. 1092(f)(6)(A)(v), “Dating violence” as defined in 34 U.S.C. 12291(a)(10), “Domestic violence” as defined in 34 U.S.C. 12291(a)(8), or “stalking” as defined in 34 U.S.C. 12291(a)(30).

Responsibilities and Obligations

The School District of Manatee County takes its obligation to comply with Title IX very seriously. Inquiries concerning the application of Title IX, and the Grievance Procedures may be referred to the District’s Title IX Coordinators:

Title IX - Schools & Educational Facilities

Elementary & Secondary

Lisa Lyon
Director, Student Services
Professional Support Center
2501 63rd Ave. E, Bradenton, FL 34203
(941) 751-6550 x43061
lyonl@manateeschools.net

Post-Secondary (MTC)

Colleen M. Maynard
Assistant Director, Manatee Technical College
6305 State Road 70 East, Bradenton, FL 34203
(941) 751-7900 x46034
maynardc@manateeschools.net

Title IX - District & Employment

Donna Peregoff
Assistant Director, Human Resources
School Support Center
215 Manatee Ave. W, Bradenton, FL 34205
(941) 708-8770 x41006
peregoffd@manateeschools.net

Title IX - Coordinator

Dr. Christina M. Britton
Executive Director Human Resources
School Support Center
215 Manatee Ave. W, Bradenton, FL 34205
(941) 708-8770 x41239
brittonc@manateeschools.net

Firearms Detection Systems Screening at SDMC Schools

The safety of our staff and students at the School District of Manatee County is our number one priority. To enhance our security efforts at our schools, we have a high-tech security scanner firearms detection system and a firearms detection canine to screen students and visitors for firearms.

Firearms are not permitted on any School District of Manatee County (SDMC) property. All students and visitors entering District property may be required to submit to a weapon detector screening to ensure no weapons are brought onto the premises. Bags, purses, backpacks, etc. may also be screened using metal/weapon detecting wands and/or by hand. Refusal to cooperate with the screening procedure will result in the denial of entry and/or disciplinary action for the student. If a student activates the detector, a staff member will escort a search of the student to a private secondary screening location where we will conduct a search of the student and their belongings in alignment with School Board Policy 5771.

NOTE:

Per [F.S. 790.115](#), the School District of Manatee County strictly prohibits any firearms from being stored in student vehicles parked on any school grounds or at any school-sponsored event. Your principal may give you written permission to possess a gun or weapon while on campus or at a school function when the gun or weapon is part of the curriculum of the school. An example of this is when a gun or rifle may be part of JROTC drill and firing ranges. If a student brings weapon-like contraband to school, to any school function, or onto any school sponsored transportation, or if students you use any non-weapon as a weapon to threaten or injure others, the student may be suspended for up to 10 days and possibly recommended for alternative placement, expulsion, and referred for criminal prosecution.

Use of Social Media

The School District of Manatee County allows schools, students, teachers, and staff to use social media for enhancing classroom learning and communication among members of the SDMC community. Student use of District-approved social media platforms must be consistent with all aspects of the Code of Student Conduct and must abide by Section 501.1736, Florida Statutes.

For School Board Policies regarding student use of social media, please visit the District website at www.manateeschools.net/policy to review the Student Social Media Guidelines and the School Board Policy Manual with Policy 7544 "Use of Social Media" and Policy 7540.03 "Student Technology Acceptable Use and Safety".

Bullying and Harassment

Conduct that constitutes bullying or harassment, as defined below, is prohibited.

Bullying: (intimidating behaviors that are repeated, intentional, and involve a power imbalance) 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

Harassment: 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.

Both bullying and harassment are prohibited at school, during school related activities (whether on or off campus), on the school bus, at school bus stops, and through the use of computer or other electronic devices, which is known as cyberbullying. Cyberbullying and harassment are also prohibited through off campus social media, phone calls, or text messaging if such behavior disrupts the orderly environment of any district school or activity or interferes with the educational opportunities of others.

If you engage in bullying or harassment, the consequences and appropriate disciplinary action may range from positive behavioral interventions up to and including suspension, reassignment to an alternative program, or expulsion. More severe or persistent infractions will result in more intensive interventions and administrative action. Additionally, the appropriate school administrator or designee will report to the victim's parents and the alleged offender's parents any alleged incident of bullying or harassment once an investigation of an incident has been initiated. Bullying should be reported to the appropriate school administrator or through the School District of Manatee County's anonymous reporting system.

Hazing

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

Dating Violence or Abuse

Teen dating violence is a pattern of emotional, verbal, sexual, or physical abuse used by one person in a current or past dating relationship to exert power and control over another when one or both of the partners is a teenager. Abuse may include insults, coercion, social sabotage, sexual harassment, stalking, threats and/or acts of physical or sexual abuse. Students, parents, or legal guardians are encouraged to report any act that may be dating violence and abuse anonymously or in-person to the principal or the principal's designee.

Threats Against Schools and Persons

Students who are involved in making a destructive device, fake destructive device, or planning the use of such a device, either at school, or at a school activity, or while at school or at a school activity, will be suspended for up to 10 days, recommended for reassignment or expulsion, and reported to law enforcement. The same actions will be taken if any threats are made against the school, school property, school personnel, or students, regardless of any disruption on campus or any school related function. This includes direct, veiled, or implied threats communicated verbally, in writing, or through social media platforms. Students who make any such threat will be referred to the school's threat management team. This team is charged with helping to ensure the safety of all persons at school and will take steps that may include interviews with friends, teachers, staff, parents, or employees regarding any concerns. The threat management team is also responsible for making referrals for mental health services and to law enforcement for continued investigation, if it is determined a student poses a concern or threat to the school or any member of the school community. Students are subject to school-based consequences for any threats communicated online or through the use of technology, regardless of the time, day, or location where the threat was made.

F.S. 1006.13

"Making a threat or false report, as defined by ss. [790.162](#) and [790.163](#), respectively, involving school or school personnel's property, school transportation, or a school-sponsored activity. District school boards may assign the student to a disciplinary program for the purpose of continuing educational services during the period of expulsion. District school superintendents may consider the 1-year expulsion requirement on a case-by-case basis and request the district school board to modify the

requirement by assigning the student to a disciplinary program or second chance school if the request for modification is in writing and it is determined to be in the best interest of the student and the school system. If a student committing any of the offenses in this subsection is a student who has a disability, the district school board shall comply with applicable State Board of Education rules.”

Reporting Threats or Suspicious Activity

Students, parents, staff, or any individual may report threats, or any concerning behaviors exhibited by a member of the school community. All persons are strongly encouraged to be vigilant of potential signals, warning signs, threats, and should report concerns immediately. This is particularly true of online or social media posts. FortifyFL is an app specifically designed by the State of Florida to assist students and parents in reporting suspicious or concerning behavior which may be downloaded to mobile devices for immediate reporting.

NOTE:

If you make a threat or false report - to include a bomb threat, bomb threat hoax, or a knowingly false report concerning the use of a destructive device or firearm in a violent manner, as defined by F.S. 790.162 and 790.163, involving a school or school personnel’s property, school transportation, or a school-sponsored activity, you may be expelled (with or without continuing education services) from your regular school for a period of not less than one full year, as well as referred for criminal prosecution and mental health services identified by the school district, pursuant to F.S. 1012.584 (4) for the evaluation or treatment, when appropriate (F.S. 1006.07(2)(l)). The Superintendent may consider the expulsion requirement on a case-by-case basis and request the School Board to modify the requirement by assigning the student to a disciplinary program, if it is determined to be in the best interest of the student and the school system. Commission of either of these offenses is a second-degree felony, punishable by up to 15 years imprisonment and a \$10,000 fine. The School Board must maintain a policy for all threats to commit violence or harm. Even threats made in jest or in exaggeration must be treated as serious and may subject the student to suspension, reassignment, or expulsion. This includes simulating realistic gunfire, explosions, or acts of violence using apps or other technology. If a student makes a threat of violence, the school administration will assess the situation and, where appropriate, take administrative action.

Reports to Law Enforcement Agencies

The School Board views disruptive and criminal acts, and those which may affect the health, safety and welfare of, or pose a legitimate threat to those on a school campus, as extremely serious in nature. In addition to disciplinary action administered at the school level, certain acts are expected to be reported to law enforcement as required by the State Attorney’s Office. The actions of law enforcement do not dictate the corrective measure enforced by the school.

Limited Role of Law Enforcement

To help avoid the unnecessary criminalization of our students, law enforcement action should be limited to situations when it is necessary to protect the physical safety of students and staff or appropriate to address criminal activity. Law enforcement involvement should not be requested in a situation that can be safely and appropriately handled by a school’s internal disciplinary procedures.

The Coach Aaron Feis School Guardian Program

Like law enforcement, school guardians hired through the Coach Aaron Feis School Guardian program in Manatee County are in place to help ensure the physical safety of our students, staff and school community. School guardians are not to be involved in student discipline matters unless it is a matter of safety. School guardians additionally have no authority to act in any law enforcement capacity, except to the extent necessary to prevent or abate an active assailant incident.

Self-Reporting Upon Initial Registration (FS 1006.67)

It is required that each student at the time of initial registration for school in the school district must note previous school expulsions, arrests resulting in a charge, juvenile justice actions, and any corresponding referral to mental health services by the school district, and have the authority as the district school board of a receiving school district to honor the final order of expulsion or dismissal of a student by any in-state or out-of-state public district school board or private school, or lab school, for an act which would have been grounds for expulsion according to the receiving district school board's code of student conduct, in accordance with the following procedures:

1. A final order of expulsion shall be recorded in the records of the receiving school district.
2. The expelled student applying for admission to the receiving school district shall be advised of the final order of expulsion.
3. The district school superintendent of the receiving school district may recommend to the district school board that the final order of expulsion be waived, and the student be admitted to the school district, or that the final order of expulsion be honored and the student not be admitted to the school district. If the student is admitted by the district school board, with or without the recommendation of the district school superintendent, the student may be placed in an appropriate educational program and referred to mental health services identified by the school district pursuant to s. [1012.584](#)(4), when appropriate, at the direction of the district school board. (State Statute 1006.07)

SECTION 4 | Student-Athletes



Athletic Eligibility

Students who are in grades 6-12 may be eligible to participate on athletic teams in interscholastic athletic contests as representative of a school, provided the student is a bona fide student of that school and meet the following requirements:

High School Eligibility Requirements

1. Must be regularly enrolled and in regular attendance at school. Charter school students, home education students (including FLVS Full-time) and private school student meeting criteria under F.S. 1006.15 may participate at their home zoned school or at another district school provided they have exercised school choice to that school through the district's controlled open enrollment process.
2. A student must attend a minimum of one-half day of school to practice or participate in an athletic activities.
3. A student not currently suspended from interscholastic or interscholastic extracurricular activities, or suspended or expelled from school, pursuant to a district school board's suspension or expulsion powers provided in law, including Florida Statute Sections 1006.07, 1006.08, and 1006.09, is eligible to participate in interscholastic and interscholastic extracurricular activities.
4. A student may not participate in a sport if the student participated in that same sport at another school during that school year, unless the student meets the criteria in F.S. 1006.15(3)(h).
5. Must complete all required paperwork prior to participating in any practice or game.
6. A student's eligibility to participate in any interscholastic or interscholastic extracurricular activity may not be affected by any alleged recruiting violation until final disposition of the allegation, pursuant to D.S. 1006.20(2)(b).
7. Any violation of school discipline policies of the District Code of Student Conduct may be considered for exclusion as eligibility standards to participate in extracurricular interscholastic or interscholastic activities.
8. A student must have a cumulative 2.0 grade point average on a 4.0 weighted scale, or its equivalent, at the conclusion of each semester to be academically eligible during the next semester (F.S. 1006.15(3)(a)(1)). Academic eligibility or ineligibility is determined on a semester basis. A student who is academically eligible at the beginning of a semester will continue to be academically eligible for that entire semester. Likewise, a student who is academically ineligible at the beginning of a semester will continue to be academically ineligible for that entire semester, except as provided in Bylaw 9.4.5.1.2.

Middle School Eligibility Requirements

1. Must be regularly enrolled and in regular attendance at school. Charter school students, home education students (including FLVS Full-time) and private school students meeting criteria under F.S. 1006.15 may participate at their home zoned school or at another district school provided they have exercised school choice to that school through the district's controlled open enrollment process.

2. Maintain satisfactory classroom work (minimum 2.0 grade point average on previous quarter's report card) and maintain a satisfactory conduct record (no 4's in Citizenship on the previous quarter's report card).
3. Must be less than 15 years 9 months of age. On the day a student reaches this age, regardless of when that day is, the student becomes ineligible to participate on the middle school level.
4. Must obtain signed permission from his/her parents or guardian on a form provided by the school.
5. Must have a school physical on file with the school.
6. Must be an amateur. This means that the student must not accept money, gift, or donation for participating in a sport, or use a name other than his/her own when participating.
7. Must display good sportsmanship and follow the rules of competition before, during, and after every contest in which the student participates. If not, the student may be barred from participation for a period of time.
8. Must not provide false information to gain eligibility.
9. All non-traditional student eligibility will be determined on a semester-by-semester basis.
10. A student may not participate if serving an out of school suspension the day of competition.
11. A student must attend a minimum of one-half day of school to practice or participate in an athletic activities.
12. A student transferring into a school must meet eligibility requirements. The student cannot take the spot of an existing team player on the roster.

Athletic Student Transfer Eligibility

A student who transfers is immediately eligible, as long as all other eligibility requirements are met. Students may not participate in the same sport in the same year at more than one school, unless one of the following exceptions are met:

1. Children of active-duty military whose move resulted from military orders.
2. Children relocated due to foster care placement or McKinney Vento Act.
3. Children who move due to a court-ordered change in custody due to separation, or serious illness or death of custodial parent.
4. Good case policy in district or charter (district placement).

Per F.S. 1006.15 the School District of Manatee County has defined just cause for immediate eligibility as:

- a. Special Assignment by Superintendent, or Office of Student Assignment.
- b. Moving to a new residence following the marriage of the student. The student immediately establishes a new residence that makes it necessary to attend a different school.
- c. Reassignment by District School Board or Charter School Board.
- d. Transfer of school within the first twenty days of a semester in acceptance of a seat (first opportunity to enroll) into a previously applied for magnet program.

Any other athletic eligibility appeal ruled upon by the Athletics Review Committee to intervene and make a decision on a case brought before the board by the Supervisor of Athletics. All decisions will be given within 10 school days from the date of the appeal.

Drug, Alcohol and Tobacco Use

Student athletes are not permitted to use drugs, alcohol or tobacco products. The first offense will result in a one game suspension. The second offense will result in dismissal from the team. Students who violate the SDMC alcohol and drug policies are subject to penalties as outlines in the Student Code of Conduct in addition, the principal may revoke the student's privilege of participating in non-academic activities, including but not limited to, extracurricular activities and/or athletics.

Out of School Suspension

Students who are serving out of school suspensions are not allowed to participate in any athletic activities until they have returned to regular class attendance for one full school day. Students who are suspended for a total of 10 or more days (cumulative or single incident) in a school year will be subject to an administrative review to determine eligibility to participate in any extracurricular activities. The administrative review will encompass the incident or infraction, discipline, academic, and attendance history, and conference with the student and others involved. The principal may revoke the student's privilege of participating in non-academic school activities, including but not limited to, extracurricular activities and/or athletics.

Criminal Offenses

1. Criminal charges: After a hearing with the principal, a student charges with a criminal offense will be suspended from extracurricular or co-curricular activities by the school principal until the charge is adjudicated.
2. Adjudication Withheld: A student who has been suspended from extracurricular activities because of a criminal charge may be reinstated at the principal's discretion if adjudication is withheld.
3. Felony: A student's conviction in "adult" court or judgment of "delinquency" in a juvenile court for any act that would have been felonious in "adult" court will mandate loss of eligibility to participate in any student activity for the duration of the years enrolled in a Manatee County public high school from the time of conviction. After one calendar year following conviction, the student may request a review of his/her eligibility by the principal.
4. Misdemeanors: A student's conviction in "adult" court or judgment of "delinquency" in a juvenile court for the following misdemeanors (assault or battery, possession of concealed weapons, lewdness or indecent exposure, theft, drug possession/sale) will mandate loss of eligibility to participate in any student activity for six months from the time of conviction. After three calendar months following conviction, the student may request a review of his/her eligibility by the principal.

Dismissal/Quitting a Team

Any athlete or manager who is suspended from a team, voluntarily quits a team or is dismissed from a team for disciplinary reasons is not permitted to go out for another sport while the original sport is still in season. The season is officially over when the team plays the last game of the season. A season is defined as the first day of practice through the last play-off game.

Extracurricular Clubs and Organizations

Pursuant to F.S. 6A-10.089, in order to be eligible to join and participate in any club, after school or extra-curricular activity as a representative of a school, students must complete and submit the school or district provided parent/guardian permission form each year and for each activity. Club information is published and updated on each school website or can be found by contacting the school's administration or Activity Director.

Extracurricular Activities/ Clubs

Students choosing to participate in extracurricular activities must adhere to all School Board Policies and school rules to be eligible. A student must attend a minimum of one-half day of school to participate in school sponsored activities. Participating in extracurricular activities is a privilege and participation may be restricted, suspended or revoked at any time by a school administrator as a result of violating these said policies or rules.



Medication Policy

Taking legal medication (prescription drugs prescribed or over-the-counter drugs) at school, on a school bus, at any school activity, or on any field trip must strictly comply with this medication policy. This policy requires the following:

- a. You should make every effort to administer medication at home during non-school hours.
- b. All medications (including over-the-counter medications, vitamins, and supplements) must be prescribed by a licensed physician and must be retained in the school clinic, except as described in 1002.20, Florida Statutes.
- c. Pursuant to Florida Statute 1002.20-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. For students to carry and administer his/her own over-the-counter medication to relieve headaches, a self-carry headache medication form must be fully complete and on file in the school clinic. This form can be found on the SDMC website.
- d. Prior to being able to administer medication at school, the parent/guardian must provide a completed medication authorization form for each medication. The form must be signed by the parent/guardian and licensed healthcare provider.
- e. The written statement shall be on a Medication Authorization Form which can be obtained from the school's office and must be signed by both a physician and a parent or guardian before medications can be administered at school.
- f. You may not transport medications to school or be in possession of any medications while on school property, except as described in 1002.20, Florida Statutes.
- g. An authorized adult must bring the medication to be administered to the school's office and deliver it along with a completed Medical Authorization Form, except as described in 1002.20, Florida Statutes.
- h. Possessing medications prescribed to others is illegal and considered a Level 3 offense.
- i. Students with any of the following medical conditions and carry and self-administer the medications or supplies listed below to attend to their conditions while at, or in transit to or from, school or school-sponsored activities, if the school has been provided written parental and physician authorization in advance:

Student's Medical Condition:	Student May Carry and Self-Administer:
Life-threatening Allergies or Asthma	An epinephrine auto-injector
Asthma	A metered dose inhaler
Pancreatic Insufficiency	A prescribed pancreatic enzyme supplement
Diabetes	Diabetic supplies, equipment, and specific food items identified in the written authorization along with a description of the activities the student is capable of performing without assistance, such as blood-glucose level checks, urine ketone testing, administering insulin, and treating hypo- or hyperglycemia.

Suspected Overdose

District schools may maintain an on-site supply of the opioid antagonist Naloxone, following guidelines established in Board Policy 5780 and F. S. 499.003. Naloxone is a medication that is used to reverse an opioid overdose. If any student or staff are suspected of having an opioid related overdose, Naloxone will be administered by a trained nurse as a life-saving measure.

Controlling the Spread of Communicable Diseases

The School Board recognizes its responsibility relative to student, employee, and visitor health and safety. To protect the health and safety of the students, district personnel, and the community in large, the Board shall follow all State statues and Health Department regulations which pertain to immunization under Policy 5320, and other means for controlling communicable disease spread through normal interaction in the school setting as set forth in Policy 8450.

Healthcare Services

Per Florida's parental bill of rights, at the beginning of each school year, parents will be notified of all healthcare services offered at their child's school and provided with the opportunity to individually consent to or decline each service. Please visit the school website for further information.

Referrals to Mental Health Agencies

Students who present a concern for the safety of others due to their actions or words may be referred for mental health services, per F.S. 1012.584. These services may be provided on campus by district personnel or mental health providers that partner with the district. In the event of an immediate concern for the safety of a student or others, the Marchman or Baker Acts may be enacted to ensure an appropriate mental health examination and interventions occur. This may result in an involuntary examination and removal from campus, pursuant to F.S. 394.463. Such contact may be in person by a mental health professional or using telehealth as defined in F.S. 456.47.

Public Notices

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:

The right to inspect and review the student’s education records within 30 days of the day the school receives a request for access. Parents or eligible students should submit the school principal a written request that identifies the record (s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where they records may be inspected.

The right to request amendment of the student’s education records that the parent or eligible student believes is inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA. Parents or eligible students who wish to ask the school to amend a record should write the school principal, clearly identify the parent of the record they want changed and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

The right to privacy of personally identifiable information in the student’s education records, except to the extent that FERPA authorizes disclosure without consent. One expectation, 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); a person serving on the School Board; a person or company with whom the school has outsources services or functions it would otherwise its own employees to perform (such as an attorney, auditor, medical consultant, or therapist); a parent or student serving on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the school discloses education record without consent to officials of another school in which a student seeks or intends to enroll or is already enrolled if the disclosure is for purposes of the student’s enrollment or transfer.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with requirements of FERPA.

The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue
SW Washington, DC 20202-8520

SECTION 6 | Student Discipline



The School District of Manatee County recognizes that a safe, orderly, and supportive learning environment is the result of caring relationships and quality instruction. It is the responsibility of the district to help foster such environments by implementing clear, appropriate, fair, and consistent expectations and consequences for all schools and classroom teachers to construct and carry out their behavior support plans. For these plans to be optimally effective, schools and classrooms must in turn, have the latitude to work within established guidelines to create positive behavior intervention systems which support the unique needs of their students, families, and communities. Our philosophy of discipline in the School District of Manatee County is rooted in the development of positive relationships with our students and families. We believe that students should have a chance to learn from their mistakes and the opportunity to restore any damaged relationships with peers and adults. Our discipline practices encompass preventative and early intervention measures that seek to strengthen relationships and build positive communities, so that misbehavior is less likely to occur or continue.

Misconduct that Requires Specific Consequences

Acts that require specific consequences include the following:

- Possession or Use of Illegal Drugs or Alcoholic Beverages
- Possession or Use of Tobacco Products
- Bullying or Harassment
- Threats Against Schools
- Chemical or Biological Attacks or Threats
- Possession of Guns, Weapons, or Dangerous Objects
- Gang Activity
- Violent Acts Resulting in Serious Injury
- Making False Accusations or Reports

Discipline for Students with Disabilities (Section 504 and IDEA)

If a student is IDEA or Section 504 eligible they are expected to comply with the District Code of Student Conduct and school rules just like any other student. If they violate the District Code of Student Conduct or school rules, they are subject to discipline just like any other student. There are, however, some special rules in dealing with suspension, assignments to alternative programs and expulsions.

English Language Learners

English Language Learners (ELLs) are not to be subjected to disciplinary action exclusively because of their use of a language other than English. Nevertheless, the use of profanity in any language is not acceptable. All School District of Manatee County students, regardless of their ability to speak English, are governed by the Student Code of Conduct.

Classroom and Bus Removals

Per F.S. 1003.04, the parent of each public K-12 student must cooperate with the authority of the student's district school board, Superintendent, principal, teachers, and school bus drivers, according to F.S. 1003.31 and F.S. 1003.32, to remove the student from the classroom and the school bus and when appropriate and available, to place the student in an alternative educational setting, if the student is disobedient, disrespectful, violent, abusive, uncontrollable, or disruptive.

Administrative Investigations

School officials can question students who are suspected of violating the District Code of Student Conduct without first contacting the parent or guardian. Students do not have a right to have parents present or a right to an attorney when they are questioned. If a student refuses to answer questions asked by a school official, they may be disciplined.

Searches and Seizures

Lockers, vehicles, purses, backpacks, and other personal possessions may be searched if there is a reasonable suspicion that any of them contain drugs, weapons, contraband, or other items not permitted on campus. Students are expected to cooperate fully with the school administration in all searches and investigations. Failure to fully cooperate may be grounds for the school administration to infer that the student is in possession of contraband or illegal items and the matter will be referred to law enforcement as deemed necessary. Trained sniff screening dogs are allowed in the schools to prevent drugs and weapons at school. Routine checks by the dogs are not considered a search; however, an alert by the dog gives reasonable suspicion for a search. Dogs may not check students themselves to determine probable cause for a search. The use of trained dogs is a safety precaution to provide students with a safe school in which to learn.

Drugs and Alcoholic Beverages

Use of a drug authorized by a medical prescription from a registered physician for a specific student shall not be considered a violation of this rule. However, all procedures found in the School District of Manatee County's medication policy must be followed.

Students shall not knowingly possess, use, transmit or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, any other controlled or synthetic substance defined in F.S. 893.03, or substitute for such, hemp, Cannabidiol (CBD), alcoholic beverage (including powdered alcohol), inhalant or intoxicant, or over the counter drugs outside of the medication policy. This applies to school grounds before, during, or after school hours, or off the school grounds on a school bus, at a bus stop, at a school activity, function, or event. Also, students shall not possess, have under their control, sell or deliver any device, or contraband, instrument or paraphernalia containing the substance or substances described in this paragraph, or any residue of such substance, or devices intended for use or used in injecting, inhaling/huffing, smoking, administering, or using any of the foregoing prescribed drugs, narcotics or stimulants.

Possession, Use, Under the influence

For substances that are not considered over the counter, the first offense for possession, use, or under the influence will result in up to a ten (10) day suspension. The principal or designee may offer to reduce the suspension to five (5) days providing the student and parent/guardian attend and complete the district's SAFE (Substance Abuse and Family Education) Program. For a second offense of possession, use or under the influence, students will automatically be suspended for up to ten (10) days and a recommendation for expulsion or reassignment to an alternative placement may be made to the Superintendent or designee.

Selling, Purchasing, Providing, Distributing, & Receiving

Students who buy, sell, trade, provide, negotiate, receive or engage in any drug or alcohol-related transaction at school, at a school activity, at a school bus stop or on a school bus—even if the sale or purchase does not actually take place—students may be suspended for up to ten (10) days and a recommendation for expulsion or reassignment to an alternative placement will be made to the Superintendent or designee. Providing or receiving over the counter drugs to or from other students may be considered a level 3 infraction for endangerment, while providing others with medication prescribed to the student or others may be considered a level 4 offense that is subject to a suspension of up to 10 days.

Fake Drugs

Students who are caught possessing or distributing a substance that is represented to be an illegal drug may be suspended for up to ten (10) days or recommended for a disciplinary reassignment to alternative school.

Possession or Use of Tobacco

Possession or use of tobacco on school grounds is illegal. If a student is caught smoking or in possession of tobacco, the School Resource Officer or other law enforcement officer may give the student a written citation. In addition to possible fines, students caught using or possessing any form of tobacco, including electronic cigarettes at school, at any school-sponsored activity, at a school bus stop or on the school bus, will receive a disciplinary consequence. Tobacco or nicotine products include cigars, cigarettes, dip, snuff, dissolvable tobacco products (e.g. gum, mints, or dissolvable strips) and electronic smoking devices. Additionally, any electronic smoking device is subject to field testing or illicit substances and will be confiscated.

Violent and Aggressive Acts

Students who violently attack a School Board employee or any other person or act as a decoy in a violent attack at school, a school function, on the bus, or at a bus stop, will be suspended from school for up to 10 days and may face a recommendation for expulsion or reassignment to an alternative program. If you are charged with violently attacking another person somewhere else other than school, you may be removed from the general education program and administratively assigned to another program if your principal believes your presence or campus may be disruptive or pose concern for the safety of the student or staff.

If a student commits violent or aggressive acts (such as fighting, bullying, threats, or physical aggression) in the same school year and while under the jurisdictional control of the school, the student may be placed on a Second Chance Agreement in addition to a referral to the school based problem solving team. A third such offense in the same school year may result in a recommendation for reassignment to an alternative program.

Possession of Firearms and Weapons

According to Florida Statute 790.115(2)(a) students will not possess any firearm, destructive device, or other weapon as defined in F. S. 790.001 (13) and/or listed under Category A (below). Federal and state laws request students be expelled from school, with or without continuing educational services, for a period of not less than one full year, referred to mental health services identified by the school district, pursuant to F.S. 1012.584 (4) and referred for criminal prosecution if a firearm is brought to school, to any school function, or onto any school sponsored transportation, or in a firearm or weapon is possessed at school. Expulsion is required, even if the firearm or weapon is for self-defense. The School Board may assign students to a disciplinary program for the purpose of continuing educational services during the period of expulsion. The Superintendent may consider the expulsion requirement on a case-by-case basis and requires the School Board to modify the requirement by assigning you to a disciplinary program or other appropriate consequence, if it is determined to be in the best interest of the student and the school system.

F.S. 1006.13 "Zero-tolerance policies must require students found to have committed one of the following offenses to be expelled, with or without continuing educational services, from the student's regular school for a period of not less than 1 full year, and to be referred to the criminal justice or juvenile justice system.(a)Bringing a firearm or weapon, as defined in chapter 790, to school, to any school function, or onto any school-sponsored transportation or possessing a firearm at school."

WEAPONS AND FIREARMS | Category A Mandatory Alternative Placement or Expulsion F.S. 1006.13 and F.S. 790.001(6)(13)

- a. Any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive;
- b. The frame or receiver of any such weapon described above;
- c. Any firearm muffler or firearm silencer;
- d. Any machine gun;
- e. Any destructive device as defined by F.S. 790.001(4) including but not limited to bomb, grenade, mine, rocket, missile, pipe bomb, or similar device containing an explosive, incendiary, or poison gas;
- f. Any type of weapon which will, is designed to, or may readily be converted to expel a projectile by the action of an explosive and which has a barrel with a bore of ½ inch or more in diameter;
- g. Knife or dirk (excluding common pocketknife, plastic knife and blunt bladed table knife);
- h. Metallic or other knuckles;
- i. Slungshot - a striking weapon consisting of weight, or another hard object affixed on a flexible handle or strap;
- j. Billy club;
- k. Flare gun;
- l. Tear gas gun, except a self-defense chemical spray carried solely for the purpose of self-defense in a compact size and containing not more than 2 ounces of chemical.
- m. Chemical weapon or device or any other deadly weapon.
- n. Electric weapon or device.

WEAPON-LIKE CONTRABAND | Category B

Suspension or Alternative Placement or Expulsion

F.S. 1006.13 and F.S. 790.001(6)(13)

- a. Slingshot;
- b. Fireworks;
- c. Razor blade/razor;
- d. Any knife or bladed instrument not covered in Category A;
- e. Non-weapons used as weapons: A student using as a weapon any article or substance not normally considered to be a weapon (including but not limited to rocks, pens, pencils, lasers, chains, lumber, screwdriver, etc.) or facsimile (toy or otherwise) but which is used by a student as a weapon to intimidate, threaten, coerce or injure another individual shall be suspended and may be recommended for expulsion.
- f. Any replica or facsimile of any item listed in Categories A or B, including toys, souvenirs, antiques, broken, or inoperable weapons, including but not limited to bb guns, pellet guns, paint guns, squirt guns, regardless of how they are used or displayed.
- g. Ammunition and any component thereof, including but not limited to bullets, shotgun shells, bullet casings, magazines, or clips.

In addition to the administrative actions listed in the Code of Student Conduct, possession of weapon-like contraband by any student while the student is on school property or in attendance at a school function may also result in criminal prosecution (F.S. 790.115).

Gang Activity

No student shall commit any act which promotes gangs or gang-related activities. A criminal street gang is a formal or informal organization or group that has as one of its primary activities the commission of criminal or delinquent acts and consists of three or more persons who have a common name or common identifying signs or symbols and have one or more members who engage in a pattern of criminal street gang activity. Conduct prohibited by this policy includes but is not limited to the following:

- a. Wearing, possessing, using, distributing, displaying, or selling any clothing, jewelry, emblems, badges, symbols, signs or other items which may be evidence of membership or affiliation in any gang.
- b. Communicating either verbally or non-verbally (gestures, handshakes, slogans, drawings, etc.) to convey membership or affiliation in a gang.
- c. Soliciting others for gang membership.
- d. Tagging, or otherwise defacing school or personal property with gang or gang-related symbols or slogans.
- e. Requiring payment of protection, insurance, or otherwise intimidating or threatening any person related to gang activity.
- f. Inciting other students to intimidate or to act with physical violence upon any other person related to gang activity.
- g. Students who commit any gang-related activity while at school, a school activity, school bus stop, or on a school bus, will be suspended from school for up to 10 days. If a student commits a second gang-related activity while under the jurisdiction of the school district that can be documented by law enforcement may be assigned to an alternative program or expulsion.

“Sexting”

Students who make post, sending or forward to anyone else a nude or sexually revealing image or a person through the Internet or text message while under the jurisdiction of the school district may be suspended from school and possibly be recommended for reassignment or expulsion. Students may also be subject to arrest for violation of child pornography laws if the student in the photo is a minor. If a student is found to have sent any such images or message to other members of the school community regardless of time or location, the student may be subject to school-based consequences under Florida cyberbullying and harassment laws (F.S. 1006.147).

Making False Accusations

A student who intentionally make false accusations that jeopardize the professional reputation, employment or professional certification of a teacher or other member of the school staff will be suspended for up to 10 days and may be recommended for reassignment to an alternative school or for expulsion.

Criminal

Law enforcement officers will make a good faith effort to contact parents before the officer begins to question a student who is suspected in a criminal investigation that may result in arrest or criminal charges. If a parent cannot be located, law enforcement officers may proceed with questioning. If the parent or guardian is contacted, the law enforcement officer may allow the parent or guardian to be present during the questioning.

Victim or Witness

Law enforcement officers, Children and Family Services investigators, or administrative investigators are allowed to question students without first contacting the parent or guardian. If the investigation involves child abuse, the official conducting the investigation will decide who can be present during the interview. If the student refuses to answer questions asked by the school official, the student may be disciplined.

Removal of a Student Under Arrest

With or without a warrant, a law enforcement officer can remove a student without a parents’ consent or the consent of school officials. The administrator will try to notify the parents before the student is removed from campus or as soon as possible after the removal.

Removal for Involuntary Examinations

If a student is removed from school, school transportation or school sponsored activities and taken to a receiving facility for Baker, Marchman, or other evaluations, pursuant F.S. 394.463, the school principal or designee shall make a reasonable attempt to notify the student’s parent or guardian. The principal or the principals’ designee may delay notification for no more than 24 hours after the student is removed if the principal or designee deems the delay to be in the student’s best interest or if a report has been submitted to the central abuse hotline, pursuant to F.S. 39.201, based upon knowledge or suspicion of abuse, abandonment, or neglect.

Conduct on School Buses

The School Board believes all students as well as the bus driver should be able to ride safely on school buses. In addition to any bus-specific consequences, students may be disciplined for any action on the bus in the same manner as if the conduct had taken place on a school campus. Students are also subject to disciplinary action while at the bus stop, if behavior has a harmful effect on the health, safety or welfare of any member of the school community, and witnessed by the bus driver, bus attendant or other employee of the school district. Students should assume that they are being recorded any time they are riding the school bus.

Parent Responsibility (FL Admin Code R 6A-3.0121)

The district shall inform parents, guardians, and students at least annually, in writing, of their responsibilities and related district policies as follows:

1. To encourage the safe travel of their students during the portions of each trip to and from school and home when the students are not under the custody and control of the school district, including during each trip to and from home and the assigned bus stop when the school district provides bus transportation.
2. To ensure that students ride only in their assigned school buses and gets off only at assigned bus stops, except when the district has approved alternative buses or arrangements.
3. To ensure students are aware of and follow the district's adopted code of student conduct while the students are at school bus stops and to provide necessary supervision during times when the bus is not present.
4. To ensure that, when the physical disability of the student renders the student unable to get on and off the bus without assistance, the parent or guardian provides the necessary assistance to help the student get on and off at the bus stop, as required by district policy or the student's individual Educational Plan.

Parents are responsible for student behavior at the bus stop prior to the arrival of the bus in the morning and after the departure of the bus at the end of the day. If students violate school rules while at the bus stop, the school can still discipline for behavior if it has a harmful effect of the health, safety, or welfare of any member of the school community. Students are to be at the bus stop ten (10) minutes prior to the scheduled pick-up time and should stand off the roadway.

Waiting for the Bus

The bus should come to a complete stop before students approach. To cross in front of the bus, the students should wait for driver to signal or for the bus attendant to escort students across the street.

Items Not Allowed on a Bus

1. Any item prohibited elsewhere in the District Code of Student Conduct
2. Glass containers of any kind
3. Balls
4. Bats
5. Cologne/perfume
6. Cutting instruments of any kind

7. Any large or bulky item that interferes with proper seating of students (examples: balloons, large musical instruments or athletic equipment)
8. Any animal
9. Batons, drumsticks, tennis rackets (unless in proper carrying case)
10. Aerosol sprays may be possessed but use on buses or enclosed areas is expressly prohibited

Rules on the Bus

The bus driver is in charge, and students must obey the driver at all times. Students must tell the bus driver their correct names when asked. The bus driver and school will keep a seating chart. Students must be on time; the bus cannot wait for students who are tardy. Student may only ride their assigned bus and can be disciplined if they do not follow all district and school rules in addition to the following rules:

1. Students must sit in their assigned seats
2. Students must stay seated at all times and wear their seatbelt while the bus is in motion
3. Students must not place any part of their body outside the bus windows
4. Students must not distract the driver with loud conversation or noises
5. Students must observe appropriate classroom conduct
6. Students must not eat or drink on the bus
7. Students must maintain absolute silence at railroad crossing
8. Students must not throw any items on the bus or out of the bus windows
9. Students must not mark, cut or damage any part of the bus
10. Students may not display signs from the bus
11. Students may not use obscene language or gestures while on the bus
12. Cell phones are to be turned off while on the bus.

Violation of Rules while on the Bus

- A. Students who commit infractions will be addressed by the school bus driver. If the behavior is a repeated problem on the bus, the driver will give the school a written discipline referral detailing the incident. School administrators can take any action contained in this Code against you for misbehaving at the bus stop or on the bus stop (if the incident is witnessed by the bus driver) or on a bus.
- B. Discipline on school buses will be dealt with according to the following protocols; however, severe infractions (for example, fighting, setting a fire on the bus) may result in suspension or recommendation for expulsion based on the recommendation of the principal or designee.
- C. Suspension from the school bus may be imposed only by the principal or designee by following the procedures for suspension from school. Bus suspensions may not be extended beyond the number of days originally prescribed by the principal or designee.
- D. Students can be removed from the school bus by the Superintendent or designee for up to one calendar year for misconduct or a violation of the bus rules on a school bus or at a bus stop, based upon the recommendations of the principal and after the principal has suspended the student from riding the bus for 10 days for an incident. Before the Superintendent or designee removes the student from the bus, the student, parents or guardian will be informed in writing of the principal's recommendation and the basis for that recommendation. The Superintendent or designee will inform the parent or guardian in writing of any removals from the bus.
- E. Students who transfer to a new school will be held responsible for any previous incident of bus misconduct from the previous school.

Elementary Bus Discipline Protocol

1st offense: Operator-student conference and parent contacted by Courtesy Notice prepared by the Operator. The student re-assigned to the front of the bus for one week and closely monitored.

2nd offense: Operator-student conference and parent contacted by Courtesy Notice prepared by Operator. Student re-assigned to the front of the bus for two weeks and closely monitored.

3rd offense: Referral submitted, with recommended bus suspension up to 1 day. Upon return to bus, the student assigned to the front of the bus for one week and closely monitored.

4th Offense: Referral submitted, with recommended bus suspension up to 3 days. Upon return to the bus, the student is assigned to the front of the bus for two weeks and closely monitored.

5th offense: Referral submitted, with recommended bus suspension up to 5 days. Conference with parent, student, school administrator and Transportation Staff. Upon return to the bus, the student is assigned to the front of the bus for two weeks and closely monitored.

6th offense: Referral submitted, with recommended bus suspension up to 10 days. A letter from school to parent stating next referral may result in a recommendation for removal from the bus for the remainder of the year.

Secondary Bus Discipline Protocol

1st offense: Operator-student conference and parent contacted by Courtesy Notice prepared by the Operator. The student re-assigned to the front of the bus for one week and closely monitored.

2nd offense: Referral submitted, with recommended bus suspension up to 1 day. Upon return to bus, the student assigned to the front of the bus for two weeks and closely monitored.

3rd offense: Referral submitted, with recommended bus suspension up to 3 days. Upon return to the bus, the student is assigned to the front of the bus for two weeks and closely monitored.

4th Offense: Referral submitted, with recommended bus suspension up to 5 days. Conference with parent, student, school administrator and Transportation Staff. Upon return to the bus, the student is assigned to the front of the bus for two weeks and closely monitored.

5th offense: Referral submitted, with recommended bus suspension up to 10 days. A letter from school to parent stating next referral may result in a recommendation for removal from the bus for the remainder of the year.

School Bus Suspensions

Students can be denied the privilege of riding a school bus by the principal or designee for up to 10 school days. Suspension from the school bus may be imposed only by the principal or designee by following the procedures for suspension from school.

Damage to Bus

If a student causes any damage to the bus or another vehicle, the parent or guardian will be required to pay for the damage.

The discipline matrix is a tool that helps ensure a consistent and progressive response to discipline across all SDMC schools. The term SESIR is found throughout the discipline matrix and is an acronym for School Environmental Safety Incident Reporting. These discipline incidents are defined by the state and reported to the Florida Department of Education on a monthly basis.

A school principal or designee may assign additional consequences for behaviors as long as these consequences do not violate school board policy or state statutes. It is expected that parent contact is made any time an office referral is processed.

Discipline Matrices

Action Code	Administrative Action Type	Action Code	Administrative Action Code
P	Alternative Placement Referral	DET	Detention
AWD	Assign Work Detail	S	Other SESIR Defined
CFS	Confiscation	O	Out-of-School Suspension
CFR	Conflict Resolution	PCN	Parent Conference
CAW	Counseled and Warned	PCT	Parent(s) Contacted (add parent contact footnote)
DIS	Other District Defined (such as contracts, intervention course)	PMD	Peer Mediation
SPH	Suspension, pending hearing	RGU	Referred to counselor/school social worker
RES	Restitution	RLW	Referred to Law Enforcement
FIN	Fine Charged	RTI	Response to Intervention (MTSS)
I	In-School Suspension	SBS	Suspended from Bus
LOA	Letter of Apology	TMO	Time Out
LPP	Loss of Parking Privileges	Zero	Student receives no grade for work
LOP	Loss of Privileges	PWN	Parent Written Notice
E	Expelled, Without Continuing Educational Services	F	Expelled, With Continuing Educational Services
N	No Discipline	S	Other SESIR Defined
U	Change of Placement		

SDMC Elementary Grades PK-2

Level 1 Offenses

Code	Offense Type	1st Action	2nd Action	3rd Action	4th Action	Subsequent Actions
CH	Cheating	LOP, ZERO	LOP, PWR, Zero	LOP, PCN, PWR, RGU, 1 Day ISS	DET, LOP, PCN, RTI, TMO ,Zero	LOP, PCN, Zero, 1 day ISS
DB	Disruptive Behavior	CAW	CAW, LOP, TMO	LOP, PCN, RGU, 1 Day ISS, TMO	LOP, DET, PCN, 1 Day ISS, RTI	LOP, PCN, 1 Day ISS, RTI
DC	Dress Code Violation	No Referral - Work with parents to resolve any issues regarding appropriate attire				
DO	Disrespect towards others	CAW, LOA	CFR, LOA, LOP, PWR, RGU, TMO	CFR, LOA, LOP, PWR, RGU	CFR, DET, LOP, PCN, RTI, TMO	LOP, PCN, RTI, 1 Day ISS
FS	Failure to Serve Consequence	CAW	PWR, LOP	LOP, PCN	DET, LOP, RCN, RTI	LOP, PCN, RTI, 1 Day ISS
HP	Horseplay	CAW	CAW, LOP	LOP, PWR, RGU, TMO	DET, LOP, RTI, TMO	LOP, PCN, RTI, 1 Day ISS
ID	ID Infraction	No referral - Parents must pay for lost or replacement badges				
IN	Inappropriate Behavior	CAW	LOP	LOP, PWR, RGU, MO	DET, LOP, RCN, RTI, TMO	LOP, PCN, RTI, 1 Day ISS
MV	Medication Policy Violation	CAW	LOP, PWR, PCN	LOP, PCN	DET, LOP, PCN,	LOP, PCN, RTI, 1 Day ISS
OA	Out of Area	No referral- Work with parents to resolve issues				
PO	Profanity	CAW	CAW, LOP	LOP, PWR, RGU, TMO	DET, LOP, RTI, TMO	LOP, PCN, RTI, 1 Day ISS
SK	Skipping	No referral- Work with parents to resolve issues				
TA	Tardies, Habitual	No referral- Work with parents to resolve issues				
TE	Technology Violation	CAW	PWR, LOP	LOP, PCN	DET, LOP, TMO	LOP, PCN, RTI, 1 Day ISS

SDMC Elementary Grades PK-2 | Level 2 Offenses

Code	Offense Type	1st Action	2nd Action	3rd Action	4th Action	Subsequent Actions
AN	Aggression - Non Physical	CAW, CFR, LOA, PMD	CFR, LOA, LOP, PWR, RGU, TMO	LOP, PCN, RGU, RTI, 1 Day ISS	LOP, PCN, RTI, 1-2 Days ISS	1 Day OSS, LOP, PCN, ALT
AO	Aggression Towards an Object	CAW, CFR, LOA, PMD	CFR, LOA, LOP, PWR, RGU, TMO	LOP, PCN, RGU, RTI 1 Day ISS	LOP, PCN, RTI, 1-2 Days ISS	1 Day OSS, LOP, PCN, ALT
CO	Contraband	CAW, CFR, LOP	CFR, LOP, PWR, RGU, TMO	CFR, LOP, PCN, RGU, TMO	CFR, LOP, PCN, RTI, 1 Day OSS	ALT, CFR, LOP, PCN, RTI, 1 Day OSS
DF	Defiance	CAW, LOA, LOP	LOA, LOP, PWR, RGU, TMO	SCA, LOP, PCN, RGU, RTI, TMO	DIS, LOP, PCN, RTI, 1 Day ISS	ALT, CFS, PCN, RTI, 2 Days ISS
DA	Disrespect towards Staff of Authority	CAW, LOA, LOP	LOA, LOP, PWR, RGU, TMO	SCA, LOP, PCN, RGU, RTI, TMO	DIS, LOP, PCN, RTI, 1 Day ISS	ALT, LOP, PCN, RTI, 2 Days ISS
IN	Inappropriate Behavior	CAW, LOP, TMO	LOP, PWR, RGU, TMO	SCA, LOP, PCN, RGU, RTI, TMO	DIS, LOP, PCN, RTI, 1 Day ISS	ALT, LOP, PCN, 2 Days ISS
LC	Leaving Campus Without Authorization	CAW, LOP	LOP, PCN, RTI, TMO	LOP, PCN, RTI, TMO 1 Day ISS	DIS, LOP, PCN, RTI, 1 Days ISS	ALT, LOP, PCN, RTI, 2 Days ISS
LY	Lying to Staff or Authority	CAW, LOA, LOP	LOA, LOP, PWR, RGU, TMO	SCA, LOP, PCN, RGU, RTI, TMO	DIS, LOP, PCN, RTI, 1 Day ISS	ALT, CFS, PCN, RTI, 2 Days ISS
TF	Theft/Larceny (Under \$750)	CAW, LOA, LOP, RES	LOA, LOP, PWR, RES, RGU, RLW, TMO	LOP, PCN, RES, RLW, RTI, TMO	DIS, LOP, PCN, RES, RTI, RLW, 1 Day ISS	ALT, LOP, PCN, RES, RLW, 2Days ISS
VN	Vandalism (Under \$1,000)	CAW, LOA, LOP	LOA, LOP, PWR, RES, RLW, RGU, TMO	LOP, PCN, RES, RLW, RTI, TMO	DIS, DET, LOP, PCN, RES, RTI, RLW, 1 Day ISS	ALT, LOP, PCN, RES, RLW, 2 Days ISS

SDMC Elementary Grades PK-2 | Level 3 Offenses

Code	Offense Type	1st Action	2nd Action	3rd Action	4th Action	Subsequent Actions
AG	Aggression Physical Towards Person	CAW, CFR, LOA, TMO	CFR, LOA, LOP, PWR, RGU, 1 Day ISS	SCA, LOP, PCN, RGU, RTI, 1-2 Days ISS	DIS, LOP, PCN, RTI 1 Day OSS	ALT, LOP, PCN, 1-2 Days OSS
ALC*	SESIR Alcohol Possession, Use, or Distribution	LOP, PCN, RWL, 3-5 Days OSS (Use SAFE)	ALT(automatic) LOP, PCN, RLW, 3-5 Days OSS, Contact DCF			
BUL*	SESIR Bullying	CFR, LOA, LOP, 1-2 Days ISS, 1 Day OSS	CFR, DET, LOP, RGU, 1-2 Days OSS	SCA, DIS, DET, LOP, PCN, RTI, 1-3 Days OSS	ALT, SCA, DIS, LOP, PCN, RTI, 2-3 Days OSS	ALT, LOP, 2-4 Days OSS
CS	Contraband Sale	CAW, CFS, LOP, PWR	CFS, LOP, PCN, RGU, TMO	CFS, LOP, PCN, RTI, 1 Day ISS	CFS, DIS, LOP, PCN, RTI, 1 Day OSS	ALT, CFS, DIS, LOP, PCN, RTI, 1-2 Days OSS
DRU	SESIR Drug Possession or Use	5-10 Days OSS, (Use SAFE) PCN, RLW	5-10 Days OSS, ALT (automatic) RLW			
EN	Endangerment	CAW, LOA, LOP, TMO	DET, LOP, PWR, RGU, 1 Day ISS	SCA, DET, LOP, PCN, RGU, RTI, 1 Day OSS	DIS, LOP, PCN, RTI, 1 Day OSS	ALT, LOP, PCN, 1-2 Days OSS
FT	Fighting, Non-SESIR	CAW, CFS, LOA, PWR	CFS, LOA, LOP, PWR, RGU, 1 Day ISS	DIS, LOP, PCN, RTI, 1 Day OSS	ALT, LOP, PCN, 1-2 Days OSS	
HAR*	SESIR Harassment	CFR, LOA, LOP, 1-2 Days ISS, 1 Day OSS	CFR, DET, LOP, RGU, 1 Day OSS	SCA, DIS, DET, LOP, PCN, RTI, 1-2 Days OSS	ALT, SCA, DIS, LOP, PCN, RTI, 1-3 Days OSS	ALT, LOP, 2-4 Days OSS
HAZ*	SESIR Hazing	CFR, LOA, LOP, 1-2 Days ISS, 1 Day OSS	CFR, DET, LOP, RGU, 1 Day OSS	SCA, DIS, DET, LOP, PCN, RTI, 1-2 Days OSS	ALT, SCA, DIS, LOP, PCN, RTI, 1-3 Days OSS	ALT, LOP, 2-4 Days OSS
OS	Other Serious	LOP, PWR, TMO	LOP, PWR, RGU, 1 Day ISS	SCA, LOP, PCN, RGU, RTI, 1-2 Days SS	DIS, LOP, PCN, RTI, 1 Day OSS	ALT, LOP, PCN, 1-2 Days OSS
SR	Search Refusal	5-10 Days OSS, PCN, RLW	5-10 Days OSS, ALT (automatic) RLW			
STL	SESIR Theft/ Larceny	DET, LOA, LOP, PWR, RES, RLW, 1 Day ISS, 1 Day OSS	SCA, LOP, PCN, RES, RGU, RLW, RTI, 1-2 Days OSS	SCA, LOP, PCN, RES, RLW, RTI, 1-3 Days OSS	DIS, LOP, PCN, RES, RTI, RLW, 1-4 Days OSS	ALT, LOP, PCN, 2-5 Days OSS
SXH*	SESIR Sexual Harassment	CFR, LOA, LOP, PWR, RGU, RLW, 1 Day ISS, 1 Day OSS	CFR, LOP, PCN, RLW, RTI, 1 Day OSS, Contact DCF	SCA, CFR, LOP, PCN, RLW, RTI, 1-2 Days OSS, Contact DCF	CFR, DIS, LOP, PCN, RLW, 1-3 Days OSS	ALT, LOP, PCN, 2-4 Days OSS
SXO	SESIR Sexual Other	CFR, LOA, LOP, PWR, RGU, RLW, 1 Day ISS, 1 Day OSS	SCA, CFR, DIS, LOP, PCN, RLW, RTI, 1-3 Days OSS, Contact DCF	ALT(automatic) LOP, PCN, RLW, 2-4 Days OSS, Contact DCF		
TBC	SESIR Tobacco Possession or Use	CFS, PWR, RLW, TMO, 1 Day ISS	DET, LOP, PCN, RTI, TMO, 1 Day ISS	CFS, PCN, RLW, RTI, 1-2 Days OSS, Contact DCF	ALT, CFS, PCN, RLW, Contact DCF	
TRS	SESIR Trespassing	LOP, PWR, RLW, 1 Day ISS	LOP, PCN, RLW, 1 Day OSS	SCA, LOP, PCN, RLW, RTI, 1-2 Days OSS	DIS, LOP, PCN, RLW, RTI, 1-3 Days OSS	ALT, LOP, RLW, 2-4 Days OSS
VAN	SESIR Vandalism	CUP, LOA, DET, LOP, PCN, PWR, RES, RLW, 1 Day ISS, 1 Day OSS	CUP, DET, LOP, PCN, RES, RGU, RLW, 1-2 Days ISS	SCA, CUP, DET, LOP, PCN, RES, RLW, RTI, 1-2 Days OSS	CUP, DIS, DET, LOP, PCN, RES, RTI, RLW, 1-3 Days OSS	ALT, CUP, LOP, PCN, RES, RLW, 2-4 Days OSS

SDMC Elementary Grades PK-2 | Level 4 Offenses

Code	Offense Type	1st Action	2nd Action	3rd Action
ARS	SESIR Arson (Conduct Threat Assessment)	ALT, PCN, LOP, RLW, 2-4 Days OSS	ALT, PCN, RLW, 4-6 Days OSS	
BAT*	SESIR Aggravated Battery	ALT, CFR, LOP, PCN, RLW, 2-4 Days OSS	ALT, CFR, DIS, LOP, PCN, RLW, RTI, 4-6 Days OSS	ALT, PCN, RLW, 5-10 Days OSS
BRK	SESIR Burglary	ALT, CFR, LOP, PCN, RLW, 2-4 Days OSS	ALT, CFR, DIS, LOP, PCN, RLW, RTI, 4-6 Days OSS	
DOC*	SESIR Disruption on Campus- Major	ALT, LOP, PCN, RLW, 2-4 Days OSS	ALT, DIS, LOP, PCN, RLW, RTI, 4-6 Days	ALT, PCN, RLW, 5-10 Days OSS
DRD*	SESIR Drug Sale/Distribution	ALT, PCN, RLW, 5-10 days OSS, (Automatic)		
FA	False Accusations	LOP, PCN, PWR, 1 Day ISS	LOP, PCN, RGU, RTI, 1-2 Days ISS	ALT, PCN, 1-2 Days OSS
FIT*	SESIR Fighting	CFR, LOP, PCN, 1-3 Days OSS	CFR, DIS, LOP, PCN, RTI, 3-5 Days OSS	ALT, PCN, 5-10 Days OSS
OMC	SESIR Other Major-Unclassified	CFS, LOP, PCN, 1-3 Days OSS	ALT, CFS, DIS, LOP, PCN, RLW, RTI, 4-6 Days OSS	ALT, CFS, PCN, 5-10 Days OSS
PHA*	SESIR Simple Battery (Physical Attack)	CFR, LOP, PCN, 2-4 Days OSS	ALT, CFS, DIS, LOP, PCN, RLW, RTI, 4-6 Days OSS	ALT, PCN, RLW, 5-10 days OSS
ROB*	SESIR Robbery	ATL, CFR, DIS, LOP, PCN, RLW, RTI, 3-5 Days OSS	ALT, PCN, RLW, 5-10 Days OSS	
SXA	SESIR Sexual Assault (Conduct Threat Assessment)	ALT, LOP, RLW, 5-10 Days OSS, Contact DCF	ALT, RLW, 5-10 Days OSS, Contact DCF	
SXB	SESIR Sexual Battery (Conduct Threat Assessment)	ALT, LOP, RLW, 5-10 Days OSS, Contact DCF		
TRE	SESIR Threat/Intimidation (Conduct Threat Assessment)	CFR, LOP, PWR, PCN, RLW, RTI, 1-3 Days OSS	ALT, CFR, DIS, LOP, PCN, RLW, RTI, 3-5 Days OSS	ALT, PCN, RLW, 5-10 days OSS
WC	Weapon Like Contraband (Conduct Threat Assessment)	CAW, CFR, LOP, PWR, RGU, RLW	CFR, DIS, LOP, PCN, RGU, RLW, RTI, 1 Day ISS	ALT, CFS, DIS, PCN, RTI, 1-2 Days OSS
WPO	SESIR Weapons Possession (Conduct Threat Assessment)	ALT, CFS, PCN, 5-10 days OSS		

*** Consider Threat Assessment**
Underline = Complete Bully Packet

In addition to consequences outlined in the matrix, the school principal may recommend to the Superintendent the expulsion of any student who has committed a serious breach of conduct including, but not limited to:

- (a) willful disobedience;
- (b) open defiance of authority of a School Board employee;
- (c) violence against persons or property;
- (d) giving or selling intoxicating beverages, controlled substances, drugs, or counterfeit drugs to any person on school grounds or at any school-sponsored activity;
- (e) threatening or using a weapon against any person; and/or
- (f) any felonious act; conviction of a felony; or such other acts

SDMC Elementary Grades 3-5

Level 1 Offenses

Code	Offense Type	1st Action	2nd Action	3rd Action	4th Action	Subsequent Actions
CH	Cheating	CAW, TMO	Zero, DET	Zero, 1 Day ISS, LOP	Zero, 1-2 Days ISS, LOP, PCN	Zero, 1-2 Days OSS
DB	Disruptive Behavior	CAW, TMO	LOP, PWR, RGU, RTI, 1-Days ISS	LOP, PCN, RGU, 1-2 Days ISS, RTI	LOP, DET, PCN, 1-2 Days OSS, RTI	LOP, PCN, 1-2 Days OSS, RTI
DC	Dress Code Violation	No Referral- Work with parents to resolve any issues regarding appropriate attire				
DO	Disrespect towards others	CAW, LOA	CFR, LOA, LOP, PMD, TMO	CFR, LOP, PMD, PWR, RGU, TMO, 1 Day ISS, RTI	CFR, LOP, PMD, RGU, DET, 1-2 Days ISS, RTI	DIS, LOP, PCN, RTI, 1-2 Days OSS
FS	Failure to Serve Consequence	CAW	DET, LOP	DET, LOP, PCN, 1 Day ISS	DET, PCN, RTI, 1-2 Days ISS	DET, PCN, RTI, 2-3 Days ISS
HP	Horseplay	CAW	CAW, LOP, RGU, TMO	DET, LOP, PWR, RGU, TMO	DET, LOP, 1 Day ISS	DET, LOP, PCN, RTI, 1-2 Days ISS
ID	ID Infraction	No referral- Parents must pay for lost or replacement badges				
IN	Inappropriate Behavior	CAW, PWR	DET, LOP, TMO	DET, LOP, PWR, RGU, RTI, 1 Day ISS	DET, LOP, PCN, 1-2 Days ISS	DET, LOP, PCN, 1 Day OSS
MV	Medication Policy Violation	CAW, PWR	LOP, PWR, PCN	DET, LOP, PCN, RTI	DET, LOP, PCN, RTI, 1 Day ISS	DET, LOP, PCN, RTI 1-2 Days ISS
OA	Out of Area	DET	DET	AWD, Detention, 1 Day ISS, TMO, RTI	AWD, 1-2 Days ISS, LOP, SCA	2-3 Days ISS, SCA, LOP, PCN
PO	Profanity	DET	DET	AWD, Detention, 1 Day ISS, TMO, RTI	AWD, 1-2 Days ISS, LOP, SCA	2-3 Days ISS, SCA, LOP, PCN
SK	Skipping	DET	DET	AWD, Detention, 1 Day ISS, TMO, RTI	AWD, 1-2 Days ISS, LOP, SCA	2-3 Days ISS, SCA, LOP, PCN
TA	Tardies, Habitual					
TE	Technology Violation	CAW, CFS	LOP PWR, CFS, TMO	DET, CFS, LOP, PCN TMO, RTI	DET, CFS, LOP, PCN 1 Day ISS, RTI	DET, CFS, LOP, PCN 1-2 Days ISS, RTI

SDMC Elementary Grades 3-5 | Level 2 Offenses

Code	Offense Type	1st Action	2nd Action	3rd Action	4th Action	Subsequent Actions
AN	Aggression - Non Physical	CAW, CFR, LOA, PMD, TMO	CFR, DET, LOA, LOP, PMD, PWR, RGU, 1 Day ISS	DET, LOP, PCN, RTI, 1-2 Days ISS	DIS, LOP, PCN, RTI, 1 Day OSS	ALT, PCN, 1-2 Days OSS
AO	Aggression Towards an Object	CAW, CFR, LOA, PMD, TMO	CFR, DET, LOA, LOP, PMD, PWR, RGU, 1 Day ISS	DET, LOP, PCN, RTI, 1-2 Days ISS	DIS, LOP, PCN, RTI, 1 Day OSS	ALT, PCN, 1-2 Days OSS
CO	Contraband	CAW, CFR, LOA, TMO	CFR, LOP, PCN, RGU, 1 Day ISS	CFS, DET, LOP, PCN, RTI, 1-2 Days ISS	CFS, DIS, DET, LOP, PCN, RTI, 1 Day OSS	ALT, CFS, LOP, PCN, 1-2 Days OSS
DF	Defiance	CAW, LOA, LOP, TMO	DET, LOA, LOP, PWR, RGU, 1 Day ISS	SCA, DET, LOP, PCN, RGU, RTI, 1-2 Days ISS	DIS, LOP, PCN, RTI, 1 Day OSS	ALT, LOP, PCN, 1-2 Days OSS
DA	Disrespect towards Staff of Authority	CAW, LOA, LOP, TMO	DET, LOA, LOP, PWR, RGU, 1 Day ISS	SCA, DET, LOP, PCN, RGU, RTI, 1-2 Days ISS	DIS, LOP, PCN, RTI, 1 Day OSS	ALT, LOP, PCN, 1-2 Days OSS
IN	Inappropriate Behavior	CAW, LOP, 1 Day ISS	DET, LOP, PWR, RGU, TMO, 1-2 Days ISS	DET, LOP, PCN, RGU, RTI, 1 Day OSS	DIS, LOP, PCN, RTI, 1-2 Days OSS	ALT, LOP, PCN, 1-3 Days OSS
LC	Leaving Campus Without Authorization	CAW, DET, LOP, TMO	DET, LOP, PCN, RTI, TMI, 1 Day ISS	DET, LOP, PCN, RTI, TMO, 1-2 Days ISS	DIS, DET, LOP, PCN, RTI, 1-3 Days OSS	ALT, LOP, PCN, 1 DAY OSS
LY	Lying to Staff or Authority	CAW, LOA, LOP, TMO	DET, LOA, LOP, PWR, RGU, 1 Day ISS	DET, LOP, PCN, RGU, RTI, 1-2 Days ISS	DIS, LOP, PCN, RTI, 1 Day OSS	ALT, LOP, PCN, 1-2 Days OSS
TF	Theft/Larceny (Under \$750)	CAW, LOA, LOP, RES RLW, TMO	DET, LOA, LOP, PWR, RES, RGU, RLW, 1 Day ISS	DET, LOP, PCN, RES, RLW, RTI, 1-2 Days ISS	DIS, DET, LOP, PCN, RES, RTI, RLW, 1-2 Days OSS	ALT, LOP, PCN, RES, RLW, 1-3 Days OSS
VN	Vandalism (Under \$1,000)	CAW, LOA, CUP, LOP, RES RLW, TMO	CAW, LOA, CUP, LOP, RES RLW, RGU, 1 Day ISS	CUP, Det, LOP, PCN, RES, RLW, RTI, 1-2 Days ISS	CUP, DIS, DET, LOP, PCN, RES, RTI, RLW, 1-2 Days OSS	ALT, CUP, LOP, PCN, RES, RLW, 1-3 Days OSS

SDMC Elementary Grades 3-5 | Level 3 Offenses

Code	Offense Type	1st Action	2nd Action	3rd Action	4th Action	Subsequent Actions
AG	Aggression Physical	CAW, CFR, LOA, LOP, PMD, 1 Day ISS, 1 Day OSS	CFR, DET, LOA, LOP, PMD, PWR, RGU, 1-2 Days ISS, 1-2 Days OSS	DET, LOP, PCN, PMD, RGU, RTI, 1-3 Days OSS	DIS, LOP, PCN, RTI, 1-4 Days OSS	ALT, LOP, PCN, 2-5 Days OSS
ALC*	SESIR Alcohol Possession, Use, or Distribution	LOP, PCN, RWL, 3-5 Days OSS (Use SAFE)	ALT(automatic) LOP, PCN, RLW, 3-5 Days OSS, Contact DCF			
BUL*	SESIR Bullying	CFR, LOA, LOP, 1-2 Days ISS, 1 Day OSS	CFR, DET, LOP, RGU, 1-2 Days OSS	SCA, DIS, DET, LOP, PCN, RTI, 1-3 Days OSS	ALT, SCA, DIS, LOP, PCN, RTI, 2-3 Days OSS	ALT, LOP, 2-4 Days OSS
CS	Contraband Sale	CFS, LOP, PWR, 1-2 Days ISS, 1 Day OSS	CFS, LOP, PCN, RTI, 1 Day OSS	SCA, CFS, LOP, PCN, RTI, 1-2 Days OSS	ALT, SCA, CFS, DIS, LOP, PCN, RTI, 1 Day OSS	ALT, CFS, DIS, LOP, PCN, RTI, 1-2 Days OSS
DRU	SESIE Drug Possession or Use	5-10 Days OSS, (Use SAFE) PCN, RLW	5-10 Days OSS, ALT (automatic) RLW			
EN	Endangerment	CAW, LOA, LOP, TMO	DET, LOP, PWR, RGU, 1 Day ISS	SCA, DET, LOP, PCN, RGU, RTI, 1 Day OSS	DIS, LOP, PCN, RTI, 1 Day OSS	ALT, LOP, PCN, 1-2 Days OSS
FT	Fighting, Non-SESIR	CFR, DET, LOA, LOP, PMD, 1-2 Days ISS, 1 Day OSS	CFR, DET, LOA, LOP, PMD, PWR, RGU, 1-2 Days OSS	DIS, DET, LOP, PCN, RTI, 1-3 Days OSS	ALT, DIS, LOP, PCN, RTI, 1-4 Days OSS	
HAR*	SESIR Harassment	CFR, LOA, LOP, 1-2 Days ISS, 1 Day OSS	CFR, DET, LOP, RGU, 1 Day OSS	SCA, DIS, DET, LOP, PCN, RTI, 1-2 Days OSS	ALT, SCA, DIS, LOP, PCN, RTI, 1-3 Days OSS	ALT, LOP, 2-4 Days OSS
HAZ*	SESIR Hazing	CFR, LOA, LOP, 1-2 Days ISS, 1 Day OSS	CFR, DET, LOP, RGU, 1 Day OSS	SCA, DIS, DET, LOP, PCN, RTI, 1-2 Days OSS	ALT, SCA, DIS, LOP, PCN, RTI, 1-3 Days OSS	ALT, LOP, 2-4 Days OSS
OS	Other Serious	DET, LOP, PWR, 1-2 Days ISS, 1 Day OSS	DET, LOP, PWR, RGU, 1-2 Day OSS	SCA, DIS, LOP, PCN, RTI, 1-3 Days OSS	SCA, DIS, LOP, PCN, 2-3 Days OSS	ALT, LOP, PCN, 2-4 Days OSS
SR	Search Refusal	5-10 Days OSS, PCN, RLW	5-10 Days OSS, ALT (automatic) RLW			
STL	SESIR Theft/ Larceny	DET, LOA, LOP, PWR, RES, RLW, 1 Day ISS, 1 Day OSS	SCA, LOP, PCN, RES, RGU, RLW, RTI, 1-2 Days OSS	SCA, LOP, PCN, RES, RLW, RTI, 1-3 Days OSS	DIS, LOP, PCN, RES, RTI, RLW, 1-4 Days OSS	ALT, LOP, PCN, 2-5 Days OSS
SXH*	SESIR Sexual Harassment	CFR, LOA, LOP, PWR, RGU, RLW, 1 Day ISS, 1 Day OSS	CFR, LOP, PCN, RLW, RTI, 1 Day OSS, Contact DCF	SCA, CFR, LOP, PCN, RLW, RTI, 1-2 Days OSS, Contact DCF	CFR, DIS, LOP, PCN, RLW, 1-3 Days OSS	ALT, LOP, PCN, 2-4 Days OSS
SXO	SESIR Sexual Other	CFR, LOA, LOP, PWR, RGU, RLW, 1 Day ISS, 1 Day OSS	SCA, CFR, DIS, LOP, PCN, RLW, RTI, 1-3 Days OSS, Contact DCF	ALT(automatic) LOP, PCN, RLW, 2-4 Days OSS, Contact DCF		
TBC	SESIR Tobacco Possession or Use	CFS, PWR, RLW, TMO, 1 Day ISS	DET, LOP, PCN, RTI, TMO, 1 Day ISS	CFS, PCN, RLW, RTI, 1-2 Days OSS, Contact DCF	ALT, CFS, PCN, RLW, Contact DCF	
TRS	SESIR Trespassing	LOP, PWR, RLW, 1 Day ISS	LOP, PCN, RLW, 1 Day OSS	SCA, LOP, PCN, RLW, RTI, 1-2 Days OSS	DIS, LOP, PCN, RLW, RTI, 1-3 Days OSS	ALT, LOP, RLW, 2-4 Days OSS
VAN	SESIR Vandalism	CUP, LOA, DET, LOP, PCN, PWR, RES, RLW, 1 day ISS, 1 Day OSS	CUP, DET, LOP, PCN, RES, RGU, RLW, 1-2 Days ISS	SCA, CUP, DET, LOP, PCN, RES, RLW, RTI, 1-2 Days OSS	CUP, DIS, DET, LOP, PCN, RES, RTI, RLW, 1-3 Days OSS	ALT, CUP, LOP, PCN, RES, RLW, 2-4 Days OSS

SDMC Elementary Grades 3-5 | Level 4 Offenses

Code	Offense Type	1st Action	2nd Action	3rd Action
ARS	SESIR Arson (Conduct Threat Assessment)	ALT, PCN, LOP, RLW, 2-4 Days OSS	ALT, PCN, RLW, 4-6 Days OSS	
BAT*	SESIR Aggravated Battery	ALT, CFR, LOP, PCN, RLW, 2-4 Days OSS	ALT, CFR, DIS, LOP, PCN, RLW, RTI, 4-6 Days OSS	ALT, PCN, RLW, 5-10 Days OSS
BRK	SESIR Burglary	ALT, CFR, LOP, PCN, RLW, 2-4 Days OSS	ALT, CFR, DIS, LOP, PCN, RLW, RTI, 4-6 Days OSS	
DOC*	SESIR Disruption on Campus-Major	ALT, LOP, PCN, RLW, 2-4 Days OSS	ALT, DIS, LOP, PCN, RLW, RTI, 4-6 Days	ALT, PCN, RLW, 5-10 Days OSS
DRD*	SESIR Drug Sale/Distribution	ALT, PCN, RLW, 5-10 days OSS, (Automatic)		
FA	False Accusations	ALT, LOA, LOP, PCN, 2-4 Days OSS	ALT, DIS, LOA, LOP, PCN, RTI, 4-6 Days OSS	ALT, PCN, 5-10 Days OSS
FIT*	SESIR Fighting	CFR, LOP, PCN, 1-3 Days OSS	CFR, DIS, LOP, PCN, RTI, 3-5 Days OSS	ALT, PCN, 5-10 Days OSS
AC	Off Campus Arrest/Charge	10 Days OSS, H, ALT		
OMC	SESIR Other Major-Unclassified	CFS, LOP, PCN, 1-3 Days OSS	ALT, CFS, DIS, LOP, PCN, RLW, RTI, 4-6 Days OSS	ALT, CFS, PCN, 5-10 Days OSS
PHA*	SESIR Simple Battery (Physical Attack)	CFR, LOP, PCN, 2-4 Days OSS	ALT, CFS, DIS, LOP, PCN, RLW, RTI, 4-6 Days OSS	ALT, PCN, RLW, 5-10 days OSS
ROB*	SESIR Robbery	ATL, CFR, DIS, LOP, PCN, RLW, RTI, 3-5 Days OSS	ALT, PCN, RLW, 5-10 Days OSS	
SXA	SESIR Sexual Assault (Conduct Threat Assessment)	ALT, LOP, RLW, 5-10 Days OSS, Contact DCF	ALT, RLW, 5-10 Days OSS, Contact DCF	
SXB	SESIR Sexual Battery (Conduct Threat Assessment)	ALT, LOP, RLW, 5-10 Days OSS, Contact DCF		
TRE	SESIR Threat/Intimidation (Conduct Threat Assessment)	CFR, LOP, PWR, PCN, RLW, RTI, 1-3 Days OSS	ALT, CFR, DIS, LOP, PCN, RLW, RTI, 3-5 Days OSS	ALT, PCN, RLW, 5-10 days OSS
WC	Weapon Like Contraband (Conduct Threat Assessment)	CFR, LOP, PWR, PCN, RGU, RLW, 1-3 Days OSS	ALT, CFR, DIS, LOP, PCN, RLW, RTI, 3-5 Days OSS	ALT, CFS, PCN, LOP, 5-10 Days OSS
WPO	SESIR Weapons Possession (Conduct Threat Assessment)	ALT, CFS, PCN, 5-10 days OSS		

*** Consider Threat Assessment**
Underline = Complete Bully Packet

In addition to consequences outlined in the matrix, the school principal may recommend to the Superintendent the expulsion of any student who has committed a serious breach of conduct including, but not limited to:

- (a) willful disobedience;
- (b) open defiance of authority of a School Board employee;
- (c) violence against persons or property;
- (d) giving or selling intoxicating beverages, controlled substances, drugs, or counterfeit drugs to any person on school grounds or at any school-sponsored activity;
- (e) threatening or using a weapon against any person; and/or
- (f) any felonious act; conviction of a felony; or such other acts

SDMC Middle School Matrix Grades 6-8

Level 1 Offenses

Code	Offense Type	1st Action	2nd Action	3rd Action	4th Action	Subsequent Actions
CH	Cheating	Zero, DET	Zero, DET	Zero, 1 Day ISS, LOP	Zero, 1-2 Days ISS, LOP, PCN	Zero, 1-2 Days OSS
DB	Disruptive Behavior	DET, 1 Day ISS, TMO, LOP, SCA, RTI	DET, 1-2 Day ISS, TMO, LOP, SCA, RTI	1 Day ISS, TMO, LOP, SCA, RTI 2-3 Day ISS, 1-3 Days OSS, TMO, LOP, SCA, RTI		
DC	Dress Code Violation	CAW	LOP (5 days), PCN	DET	LOP (30 Days) RTI	1 day ISS, LOP, PCN
DO	Disrespect towards others	DET	1 Day ISS, TMO, LOA, RTI	1-2 Days ISS, TMO, LOP, PWR, RTI	1-2 Days OSS, LOP, SCA, RTI	2-3 Days OSS, LOP, PCN, RTI
FS	Failure to Serve Consequence	DET, 1 Day ISS, or AWD	1-2 Days ISS, AWD, or 1 Day OSS	2-3 Days ISS, 1-2 Days OSS, LOP	3-4 Days ISS, 2-3 Days OSS, LOP, PCN	4-5 Days ISS, 3-4 Days OSS, LOP
HP	Horseplay	DET	DET 1-3 days ISS, TMO, RTI	1-3 days ISS, TMO, RTI	1-2 Days OSS, LOP, SCA, RTI	2-3 Days OSS, SCA, LOP, PCN, RTI
ID	ID Infraction	CAW	DET	1 Day ISS, TMO	1-2 Days ISS, LOP	2-3 Days ISS, LOP, PCN
IN	Inappropriate Behavior	DET	DET, 1 Day ISS, or AWD	1 Day ISS, TMO, AWD, LOP	1-2 Days ISS, 1 Day PSS, LOP, SCA, RTI	2-3 Days ISS, 1 day OSS, LOP, PCN, RTI
MV	Medication Policy Violation	CAW	DET	DET	1-2 Days ISS, PCN	1-2 Days OSS, LOP, SCA
OA	Out of Area	DET	DET	AWD, Detention, 1 Day ISS, TMO, RTI	AWD, 1-2 Days ISS, LOP, SCA	2-3 Days ISS, SCA, LOP, PCN
PO	Profanity	DET	DET	AWD, Detention, 1 Day ISS, TMO, RTI	AWD, 1-2 Days ISS, LOP, SCA	2-3 Days ISS, SCA, LOP, PCN
SK	Skipping	DET	DET	AWD, Detention, 1 Day ISS, TMO, RTI	AWD, 1-2 Days ISS, LOP, SCA	2-3 Days ISS, SCA, LOP, PCN
TA	Tardies, Habitual	CAW	2 DET	DET, LOP, TMO, RTI	DET, LOP, RTI	DET, LOP, PCN
TE	Technology Violation	CAW	DET, CFS	DET, CFS, TMO, RTI	1-3 Days ISS, TMO, CFS, LOP, PCN	1-2 Days OSS, CFS, LOP, PCN

SDMC Middle School Matrix Grades 6-8 | Level 2 Offenses

Code	Offense Type	1st Action	2nd Action	3rd Action	4th Action	Subsequent Actions
AN	Aggression - Non Physical	1-2 days ISS, TMO	2-3 days ISS, TMO, LOP, 1 day OSS	1-2 Days OSS, LOP, SCA, RTI	2-3 Days OSS, RTI, LOP, PCN	4-5 Days OSS, LOP, RTI
AO	Aggression Towards an Object	1-2 days ISS, TMO	2-3 days ISS, TMO, LOP, 1 day OSS	1-2 Days OSS, LOP, SCA, RTI	2-3 Days OSS, RTI, LOP, PCN	4-5 Days OSS, LOP, RTI
CO	Contraband	1-2 Days ISS, 1 Day OSS, CFS	2-3 Days ISS, 1-2 Days OSS, CFS, LOP	2-3 Days OSS, CFS, LOP, SCA, RTI	3-4 Days OSS, CFS, LOP, PCN, RTI	4-5 Days OSS, CFS, LOP, RTI
DF	Defiance	1-2 Days ISS, TMO	2-3 Days ISS, TMO, LOP, 1 Day OSS	1-2 Days OSS, LOP, SCA, RTI	2-3 Days OSS, RTI, LOP, PCN	3-5 Days OSS, LOP, DIS, ALT
DA	Disrespect towards Staff of Authority	1-2 Days ISS, TMO	2-3 Days ISS, TMO, LOP, 1 Day OSS	2-3 Days OSS, RTI, LOP, PCN	3-4 Days OSS, LOP, DIS, ALT	4-5 Days OSS, LOP, ALT
IN	Inappropriate Behavior	DET (if appropriate) 1-2 Days ISS, TMO, 1 Day OSS	2-3 Days ISS, 1-2 Days OSS, LOP, PCN	2-3 Days OSS, LOP, SCA, RTI	3-4 Days OSS, LOP, SCA, RTI	4-5 Days OSS, LOP, PCN, RTI
LC	Leaving Campus Without Authorization	DET, 1-2 Days ISS, TMO, 1 Day OSS	2-3 Days ISS, 1 Day OSS, TMO, DET, LOP	1-2 Days OSS, LOP, RTI	2-3 Days OSS, LOP, DIS, PCN, RTI	2-3 Days OSS, LOP, ALT
LY	Lying to Staff or Authority	1-2 Days ISS, TMO	2-3 Days ISS, TMO, LOP, 1 Day OSS	2-3 Days OSS, RTI, LOP, PCN	3-4 Days OSS, LOP, DIS, ALT	4-5 Days OSS, LOP, ALT
TF	Theft/Larceny (Under \$750)	1-2 Days ISS, 1 Day OSS, RLW, RES	1-2 Days OSS, RLW, RES, LOP	2-3 Days OSS, RWL, RES, LOP, PCN, RTI	3-4 Days OSS, RLW, RES, LOP, PCN, RTI, SCA	4-5 Days OSS, RLW, RES, LOP, ALT
VN	Vandalism (Under \$1,000)	1-2 Days ISS, AWD, RES	1-2 Days OSS, AWD, RES	2-3 Days OSS, RLW, RES, LOP, PCN, RTI	3-4 Days OSS, RLW, RES, AWD, LOP, PCN, DIS	4-5 Days OSS, RLW, CMS RES, LOP, ALT

SDMC Middle School Matrix Grades 6-8 | Level 3 Offenses

Code	Offense Type	1st Action	2nd Action	3rd Action	4th Action	Subsequent Actions
AG	Aggression Physical	1-3 Days ISS, 1-2 Days OSS, LOP, CFR	2-4 Days OSS, LOP	4-5 Days OSS, LOP, PCN, RTI	5-6 Days OSS, LOP, DIS, ALT	6-7 Days OSS, LOP, ALT
ALC*	SESIR Alcohol Possession, Use, or Distribution	5-10 Days OSS, (Use SAFE) PCN, RLW	5-10 Days OSS, ALT (automatic) RLW			
BUL*	SESIR Bullying	1-3 Days OSS, LOP	3-4 Days OSS, LOP, SCA, RTI	4-5 Days OSS, LOP, DIS, PCN, RTI, RLW, ALT	5-6 Days OSS LOP, RLW, ALT	
CS	Contraband Sale	1-3 Days OSS, LOP, CFS	2-4 Days OSS, LOP, CFS	4-5 Days OSS, LOP, CFS, RLW, DIS, PCN, RTI	5-6 Day OSS, CFS, RLW, LOP, ALT, RTI	
DRU	SESIR Drug Possession or Use	5-10 Days OSS, (Use SAFE) PCN, RLW, SCA	5-10 Days OSS, ALT (automatic) RLW			
EN	Endangerment	1-2 Days ISS, 1 Day OSS, LOP	1-2 Days OSS, LOP,	2-3 Days OSS, LOP, SCA, RTI	3-4 Days OSS, LOP, PCN, RTI	4-5 Days OSS, LOP, DIS, ALT
FT	Fighting, Non-SESIR	1-5 Days OSS, CFR	5-10 Days OSS, CFR, SCA, DIS, PCN	5-10 Days OSS, ALT (Automatic)		
HAR*	SESIR Harassment	1-2 Days OSS, LOP	2-4 Days OSS, LOP, SCA	4-5 Days OSS, LOP, DIS, PCN, RTI, RLW, ALT	5-6 Days OSS LOP, RLW, ALT	
HAZ*	SESIR Hazing	1-2 Days OSS, LOP	2-4 Days OSS, LOP, PCN	4-5 Days OSS, LOP, DIS, RTI	5-6 Days OSS LOP, ALT	
OS	Other Serious	1-3 Days OSS, LOP	3-5 Days OSS, LOP, SCA, PCN	5-6 Days OSS, LOP, DIS, RTI, ALT	6-7 Days OSS, LOP, ALT	
SR	Search Refusal	5-10 Days OSS, PCN, RLW	5-10 Days OSS, ALT (automatic) RLW			
STL	SESIR Theft/ Larceny	1-3 Days OSS, RWL, RES	3-4 Days OSS, RLW, RES, LOP	4-5 Days, RLW, RES, LOP, PCN, RTI	5-6 Days OSS, RLW, RES, LOP, RTI, ALT	
SXH*	SESIR Sexual Harassment	1-5 Days OSS, RLW	5-10 Days OSS, RLW, PCN, RTI, DIS	5-10 Days OSS, RLW, ALT		
SXO	SESIR Sexual Other	1-5 Days OSS, DIS, RLW,ALT	5-10 Days OSS, RLW, PCN, ALT			
TBC	SESIR Tobacco Possession or Use	1-2 Days ISS, TMO, CFS, RIN, RLW	1-2 Days OSS, CFS, DIS, FIN,RLW	2-3 Days OSS, CFS, DIS, FIN, RLW, RTI	3-4 Days OSS, LOP, CFS, FIN, RLW, PCN	4-5 Days OSS, LOP, CFS, FIN, RLW, PCN
TRS	SESIR Trespassing	1 Day ISS, 1 Day OSS, RLW	1-2 Days OSS, RLW, LOP	2-3 Days OSS, RLW, LOP, PCN	3-4 Days OSS, RLW, LOP, ALT, DIS	4-5 Days OSS, RLW, LOP, ALT
VAN	SESIR Vandalism	1-5 Days OSS, RES, RLW, AWD	3-7 Days OSS, RES, AWD, DIS	5-10 days OSS, RES, RLW, ALT		

SDMC Middle School Matrix Grades 6-8 | Level 4 Offenses

Code	Offense Type	1st Action	2nd Action	3rd Action
ARS	SESIR Arson (Conduct Threat Assessment)	3-10 Days OSS, RLW, PCN, ALT	5-10 Days OSS, RLW, PCN, ALT	
BAT*	SESIR Aggravated Battery	3-5 Days OSS, RLW, ALT (Automatic)	5-10 days OSS, RLW, PCN, DIS, ALT	5-10 days OSS, RLW, ALT
BRK	SESIR Burglary	2-4 Days OSS, CFR, LOP, PCN, RLW, ALT	4-6 Days OSS, CFR, LOP, PCN, RLW, ALT	
DOC*	SESIR Disruption on Campus-Major	3-5 Days OSS, RLW, ALT	5-10 Days OSS, RLW, DIS, PCN, RTI, ALT	5-10 Days OSS, RLW, ALT
DRD*	SESIR Drug Sale/Distribution	5-10 days OSS, RLW, ALT (Automatic)		
FA	False Accusations	3-5 Days OSS, PCN, ALT	5-10 Days OSS, ALT	
FIT*	SESIR Fighting	3-7 Days OSS, (3-7), CFR, SCA	5-10 Days OSS, CFR, SCA, DIS, PCN	5-10 Days OSS, ALT
AC	Off Campus Arrest/Charge	10 Days OSS, H, ALT		
OMC	SESIR Other Major-Unclassified	3-5 Days OSS, RLW, ALT	5-10 Days OSS, RLW, ALT	
PHA*	SESIR Simple Battery (Physical Attack)	3-5 Days (3-5) OSS, RLW, ALT	5-10 Days OSS, RLW, PCN, DIS, ALT	5-10 days OSS, RLW, ALT
ROB*	SESIR Robbery	5-10 days OSS, RLW, ALT	5-10 days OSS, RLW, ALT	
SXA	SESIR Sexual Assault (Conduct Threat Assessment)	5-10 days OSS, RLW, ALT	5-10 days OSS, RLW, ALT	
SXB	SESIR Sexual Battery (Conduct Threat Assessment)	5-10 days OSS, RLW, ALT		
TRE	SESIR Threat/Intimidation (Conduct Threat Assessment)	3-7 Days OSS, RLW	5-10 Days OSS, RLW, PCN, RTI, DIS, ALT	5-10 days OSS, RLW, ALT
WC	Weapon Like Contraband (Conduct Threat Assessment)	3-10 Days OSS, RLW, DIS, ALT	5-10 Days OSS, RLW, DIS, ALT	
WPO	SESIR Weapons Possession (Conduct Threat Assessment)	5-10 days OSS, RLW, ALT		

*** Consider Threat Assessment**

Underline = Complete Bully Packet

In addition to consequences outlined in the matrix, the school principal may recommend to the Superintendent the expulsion of any student who has committed a serious breach of conduct including, but not limited to:

- (a) willful disobedience;
- (b) open defiance of authority of a School Board employee;
- (c) violence against persons or property;
- (d) giving or selling intoxicating beverages, controlled substances, drugs, or counterfeit drugs to any person on school grounds or at any school-sponsored activity;
- (e) threatening or using a weapon against any person; and/or
- (f) any felonious act; conviction of a felony; or such other acts

SDMC High School Matrix Grades 9-12

Level 1 Offenses

Code	Offense Type	1st Action	2nd Action	3rd Action	4th Action	Subsequent Actions
CH	Cheating	Zero. DET	Zero. DET	Zero, 1 Day ISS, LOP	Zero, 1-2 Days ISS, LOP, PCN	Zero, 1-2 Days OSS
DB	Disruptive Behavior	DET	DET,TMO	Zero, 1 Day ISS, LOP	Zero, 1-2 Days ISS, LOP, PCN	2-3 Days ISS, SCA, LOP, PCN
DC	Dress Code Violation	CAW	LOP (5 days), PCN	DET, RTI	LOP (30 Days) RTI	1 day ISS, LOP, PCN
DO	Disrespect towards others	DET	EXS, 1Day ISS, TMO, LOA	1-2 Days ISS, TMO, LOP, PWR, RTI	1-2 Days OSS, LOP, SCA, RTI	2-3 Days OSS, LOP, PCN, RTI
FS	Failure to Serve Consequence	DET, 1 Day ISS, or AWD	1-2 Days ISS, AWD, or 1 Day OSS	2-3 Days ISS, 1-2 Days OSS, LOP	3-4 Days ISS, 2-3 Days OSS, LOP, PCN	4-5 Days ISS, 3-4 Days OSS, LOP
HP	Horseplay	DET	DET, TMO	1 Day ISS, TMO	1-2 Days OSS, LOP, SCA, RTI	2-3 Days OSS, SCA LOP, PCN, RTI
ID	ID Infraction	CAW	DET	1 Day ISS, TMO	1-2 Days ISS, LOP	2-3 Days ISS, LOP, PCN
MV	Medication Policy Violation	CAW	DET	DET	1-2 Days ISS, PCN	1-2 Days OSS, LOP SCA
OA	Out of Area	DET	DET	AWD, Detention, 1 Day ISS, TMO, RTI	AWD, 1-2 Days ISS, LOP, SCA	2-3 Days ISS, SCA, LOP, PCN
PO	Profanity	DET, 1 day ISS	DET, 1 day ISS	AWD, Detention, 1 Day ISS, TMO, RTI	AWD, 1-2 Days ISS, LOP, SCA	2-3 Days ISS, SCA, LOP, PCN
SK	Skipping	DET, 1 day ISS	DET, 1 day ISS	AWD, Detention, 1 Day ISS, TMO, RTI	AWD, 1-2 Days ISS, LOP, SCA	2-3 Days ISS, SCA, LOP, PCN
TA	Tardies, Habitual	CAW	DET	DET, RTI	DET, LOP, RTI	DET, LOP, PCN
TE	Technology Violation	CAW	DET, CFS	DET, CFS, TMO, RT	1-3 Days ISS, TMO, CFS, LOP, PCN	1-2 Days OSS, EXC, CFS, LOP, PCN

SDMC High School Matrix Grades 9-12 | Level 2 Offenses

Code	Offense Type	1st Action	2nd Action	3rd Action	4th Action	Subsequent Actions
AN	Aggression - Non Physical	1-2 days ISS, Tmo	2-3 days ISS, TMO, LOP, 1 day OSS	1-2 Days OSS, LOP, SCA, RTI	2-3 Days OSS, RTI, LOP, PCN	4-5 Days OSS, LOP, RTI
AO	Aggression Towards an Object	1-2 days ISS, Tmo	2-3 days ISS, TMO, LOP, 1 day OSS	1-2 Days OSS, LOP, SCA, RTI	2-3 Days OSS, RTI, LOP, PCN	4-5 Days OSS, LOP, RTI
CO	Contraband	1-2 Days ISS, 1-2 Days OSS, CFS	1-2 Days OSS, CFS, LOP	2-3 Days OSS, CFS, LOP, SCA, RTI	3-4 Days OSS, CFS, LOP, PCN, RTI	3-4 Days OSS, CFS, LOP, RTI
DF	Defiance	1-2 Days ISS, TMO	2-3 Days ISS, TMO, LOP, 1 Day OSS	1-2 Days OSS, LOP, SCA, RTI	2-3 Days OSS, RTI, LOP, PCN	3-5 Days OSS, LOP, DIS, ALT
DA	Disrespect towards Staff of Authority	1-2 Days ISS, TMO	2-3 Days ISS, TMO, LOP, 1 Day OSS	2-3 Days OSS, RTI, LOP, PCN	3-4 Days OSS, LOP, DIS, ALT	4-5 Days OSS, LOP, ALT
IN	Inappropriate Behavior	DET (If appropriate) 1-2 Days ISS, TMO, 1 Day OSS	2-3 Days ISS, 1-2 Days OSS LOP, PCN	2-3 Days OSS, LOP, SCA, RTI	3-4 Days OSS, LOP, SCA, RTI	4-5 Days OSS, LOP, PCN, RTI
LC	Leaving Campus Without Authorization	DET, 1-2 Days ISS, TMO	2-3 Days ISS, TMO, LOP	1-2 Days OSS, LOP, RTI	2-3 Days OSS, LOP, DIS, PCN, RTI	2-3 Days OSS, LOP, ALT
LY	Lying to Staff or Authority	1-2 Days ISS, TMO	2-3 Days ISS, TMO, LOP, 1 Day OSS	2-3 Days OSS, RTI, LOP, PCN	3-4 Days OSS, LOP, DIS, ALT	4-5 Days OSS, LOP, ALT
TBC	SESIR Tobacco Possession or Use	Moved to Level 3				
TF	Theft/Larceny (Under \$750)	1-2 Days ISS, 1 Day OSS, RLW, RES	1-2 Days OSS, RLW, RES, LOP	2-3 Days OSS, RWL, RES, LOP, PCN, RTI	3-4 Days OSS, RLW, RES, LOP, PCN, RTI, SCA	4-5 Days OSS, RLW, RES, LOP, ALT
VN	Vandalism (Under \$1,000)	1-2 Days ISS, AWD, RES	1-2 Days OSS, AWD, RES	2-3 Days OSS, RLW, RES, LOP, PCN, RTI	3-4 Days OSS, RLW, RES, AWD LOP, PCN, DIS	4-5 Days OSS, RLW, CMS RES, LOP, ALT

SDMC High School Matrix Grades 9-12 | Level 3 Offenses

Code	Offense Type	1st Action	2nd Action	3rd Action	4th Action	Subsequent Actions
AG	Aggression Physical	1-3 Days ISS, 1-2 Days OSS, LOP, CFR	2-4 Days OSS, LOP, SCA	4-5 Days OSS, LOP, PCN, RTI	5-6 Days OSS, LOP, DIS, ALT	6-7 Days OSS, LOP, ALT
ALC*	SESIR Alcohol Possession, Use, or Distribution	5-10 Days OSS, (Use SAFE) PCN, RLW, SCA	5-10 Days OSS, ALT (automatic) RLW			
BUL*	SESIR Bullying	1-2 Days OSS, LOP	2-4 Days OSS, LOP, SCA, RTI	4-5 Days OSS, LOP, DIS, PCN, RTI, RLW, ALT	5-6 Days OSS, LOP, RLW, ALT	
CS	Contraband Sale	1-2 Days OSS, LOP, CFS	2-4 Days OSS, LOP, CFS	4-5 Days OSS, LOP, CFS, RLW, DIS, PCN, RTI	5-6 Day OSS, CFS, RLW, LOP, ALT, RTI	
DRU	SESIR Drug Possession or Use	5-10 Days OSS, (Use SAFE) PCN, RLW, SCA	5-10 Days OSS, ALT (automatic) RLW			
EN	Endangerment	1-3 Days OSS, LOP	3-5 Days OSS, LOP, SCA, PCN	5-6 Days OSS, LOP, DIS, RTI, ALT	6-7 Days OSS, LOP, ALT	
FT	Fighting, Non-SESIR	1-5 Days OSS, CFR	5-10 Days OSS, CFR, SCA, DIS, PCN	5-10 Days OSS, ALT9 Automatic)		
HAR*	SESIR Harassment	1-3 Days OSS, LOP	2-4 Days OSS, LOP, SCA	4-5 Days OSS, LOP, DIS, PCN, RTI, RLW, ALT	5-6 Days OSS, LOP, RLW, ALT	
HAZ*	SESIR Hazing	1-3 Days OSS, LOP	2-4 Days OSS, LOP, PCN	4-5 Days OSS, LOP, DIS, RTI	5-6 Days OSS, LOP, ALT	
OS	Other Serious	1-3 Days OSS, LOP	3-5 Days OSS, LOP, SCA, PCN	5-6 Days OSS, LOP, DIS, RTI, ALT	6-7 Days OSS, LOP, ALT	
SR	Search Refusal	5-10 Days OSS, PCN, RLW	5-10 Days OSS, ALT (automatic) RLW			
STL	SESIR Theft/ Larceny	1-3 Days OSS, RWL, RES	3-4 Days OSS, RLW, RES, LOP	4-5 Days, RLW, RES, LOP, PCN, RTI	5-6 Days OSS, RLW, RES, LOP, RTI, ALT	
SXH*	SESIR Sexual Harassment	1-5 Days OSS, RLW	5-10 Days OSS, RLW, PCN, RTI, DIS	5-10 Days OSS, RLW, ALT		
SXO	SESIR Sexual Other	1-5 Days OSS, DIS, RLW, ALT	5-10 Days OSS, RLW, PCN, ALT			
TBC	SESIR Tobacco Possession or Use	1-2 Days ISS, TMO, CFS, RIN, RLW	1-2 Days OSS, CFS, DIS, FIN, RLW	2-3 Days OSS, CFS, DIS, FIN, RLW, RTI	3-4 Days OSS, LOP, CFS, FIN, RLW, PCN	4-5 Days OSS, LOP, CFS, FIN, RLW, PCN
TRS	SESIR Trespassing	1 Day ISS, 1 Day OSS, RLW	1-2 Days OSS, RLW, LOP	2-3 Days OSS, RLW, LOP, PCN	3-4 Days OSS, RLW, LOP, ALT, DIS	4-5 Days OSS, RLW, LOP, ALT
VAN	SESIR Vandalism	1-5 Days OSS, RES, RLW, AWD	3-7 Days OSS, RES, AWD, DIS	5-10 days OSS, RES, RLW, ALT		

SDMC High School Matrix Grades 9-12 | Level 4 Offenses

Code	Offense Type	1st Action	2nd Action	3rd Action
ARS	SESIR Arson (Conduct Threat Assessment)	3-5 Days OSS, RLW, PCN, ALT	5-10 Days OSS, RLW, PCN, ALT	
BAT*	SESIR Aggravated Battery	3-10 days OSS, RLW, ALT (Automatic)	5-10 days OSS, RLW, PCN, DIS, ALT	5-10 days OSS, RLW, ALT
BRK	SESIR Burglary	2-4 Days OSS, CFR, LOP, PCN, RLW, ALT	4-6 Days OSS, CFR, LOP, PCN, RLW, ALT	
DOC*	SESIR Disruption on Campus-Major	3-5 Days OSS, RLW, ALT	5-10 Days OSS, RLW, DIS, PCN, RTI, ALT	5-10 Days OSS, RLW, ALT
DRD*	SESIR Drug Sale/Distribution	5-10 days OSS, RLW, ALT (Automatic)		
FA	False Accusations	3-5 Days OSS, PCN, ALT	5-10 Days OSS, ALT	
FIT*	SESIR Fighting	5-10 Days OSS, (3-7), CFR, SCA	5-10 Days OSS, CFR, SCA, DIS, PCN	5-10 Days OSS, ALT
AC	Off Campus Arrest/Charge	10 Days OSS, H, ALT		
OMC	SESIR Other Major-Unclassified	3-5 Days OSS, RLW, ALT	5-10 Days OSS, RLW, ALT	
PHA*	SESIR Simple Battery (Physical Attack)	5-7 Days (3-5) OSS, RLW, ALT	7-10 Days OSS, (5-10) RLW, PCN, DIS, ALT	5-10 days OSS, RLW, ALT
ROB*	SESIR Robbery	5-10 days OSS, RLW, ALT	5-10 days OSS, RLW, ALT	
SXA	SESIR Sexual Assault (Conduct Threat Assessment)	5-10 days OSS, RLW, ALT	5-10 days OSS, RLW, ALT	
SXB	SESIR Sexual Battery (Conduct Threat Assessment)	5-10 days OSS, RLW, ALT		
TRE	SESIR Threat/Intimidation (Conduct Threat Assessment)	3-7 Days OSS, RLW, SCA	5-10 Days OSS, RLW, PCN, RTI, DIS, ALT	5-10 days OSS, RLW, ALT
WC	Weapon Like Contraband (Conduct Threat Assessment)	3-10 Days OSS, RLW, DIS, ALT	5-10 Days OSS, RLW, DIS, ALT	
WPO	SESIR Weapons Possession (Conduct Threat Assessment)	5-10 days OSS, RLW, ALT		

*** Consider Threat Assessment**
Underline = Complete Bully Packet

In addition to consequences outlined in the matrix, the school principal may recommend to the Superintendent the expulsion of any student who has committed a serious breach of conduct including, but not limited to:

- (a) willful disobedience;
- (b) open defiance of authority of a School Board employee;
- (c) violence against persons or property;
- (d) giving or selling intoxicating beverages, controlled substances, drugs, or counterfeit drugs to any person on school grounds or at any school-sponsored activity;
- (e) threatening or using a weapon against any person; and/or
- (f) any felonious act; conviction of a felony; or such other acts

SECTION 7

Procedures Relating to Discipline



Classroom Removal

F.S. 1003.32 In accordance with this section and within the framework of the district school board's code of student conduct, teachers and other instructional personnel shall have the authority to undertake any of the following action in managing student behavior and ensuring the safety of all student in their classes and school and their opportunity to learn in an orderly and discipline classroom:

- (a) Establish classroom rules of conduct, including designating an area for wireless communications devices during instructional time.
- (b) Establish and implement consequences, designed to change behavior, for infractions of classroom rules.
- (c) Have disobedient, disrespectful, violent, abusive, uncontrollable, or disruptive students removed from the classroom for behavior management intervention.
- (d) Have violent, abusive, uncontrollable, or disruptive students directed for information or assistance from appropriate school or district school board personnel.
- (e) Assist in enforcing school rules on school property, during school-sponsored transportation, and during school-sponsored activities.
- (f) Request and receive information as to the disposition of any referrals to the administration for violation of classroom or school rules.
- (g) Request and receive immediate assistance in classroom management if a student becomes uncontrollable or in case of emergency.
- (h) Request and receive training and other assistance to improve skills in classroom management, violence prevention, conflict resolution, and related areas.
- (i) Press charges if there is a reason to believe that a crime has been committed on school property, during school-sponsored transportation, or during school-sponsored activities.
- (j) Use reasonable force, according to standards adopted by the State Board of Education, to protect himself or herself or others from injury.

Out-of-School Suspension

Students have the right to attend school and have an opportunity to learn. Students may lose that right if they violate the District Code of Student Conduct or school rules. Students lose the right to attend school by being suspended or expelled. Students can be suspended from school for up to ten (10) days at a time. If students are suspended, they cannot be on any Manatee School District property, nor can they attend any school activities.

If a student is suspended, the principal or their designee will be the one to process the referral after an investigation is completed. They will also meet with the student and speak with the parents or guardian. Suspensions can be appealed by following the procedures outlined in the "Review and Appeal of Discipline Referral or Consequence" section. Students are encouraged to remain current with all class assignments by reaching out to teachers by phone or email, accessing teacher websites and talking with fellow students to obtain classwork missed.

Review and Appeal of Discipline Referral or Consequence

A student or parent/guardian may appeal a discipline referral or consequence by contacting their school administrator in writing, requesting a review of the disciplinary event. The school principal or their designee will meet with the parent/guardian, hear their concerns, review the disciplinary event or consequence, and respond to the parent/guardian. The decision of the school principal is final. The appeal will not delay the enforcement of the consequences.

Disciplinary Reassignment

The School District of Manatee County offers an alternative program for students who struggle with behavioral issues in their current setting or create a concern for the safety of others. Pursuant to School Board policy, the Superintendent of Schools or designee may decide to reassign students, if it is determined to be in the students' best interest, or the best interest of the school. If a student's actions create a concern for the safety and welfare of any student or staff member or substantially interferes with the safe and orderly operation of a school, students are eligible for reassignment to an alternative program under the School Safety reassignment process, regardless of any current or past patterns of behaviors. Being charged with an off-campus criminal act by law enforcement, which creates a concern for the safety and welfare of students or staff, or which substantiates a pattern of unsafe behavior may result in a recommendation to the district reassignment committee, per F.S. 1006.09, 1006.147, and 1006.13.

Students assigned to an alternative program for disciplinary reasons cannot be present on any other Manatee School District property at any time. Students reassigned to an alternative program for disciplinary reasons may choose to attend another school outside of the district.

Procedures for Appeal of Alternative School Placement

A parent/guardian may appeal the alternative school placement by contacting in writing the Executive Director with their request. The Executive Director of Student Support and Engagement will review the disciplinary history, the event resulting in the alternative placement, the committee decision and will communicate the outcome with the requesting family.

Felony Arrests

The principal will review information about the arrest with district administration to determine, whether the student should be suspended from all extracurricular activities and possibly suspended from school or reassigned to an alternative placement. Students who are arrested for a violent event or an event involving a weapon may be alternatively placed.

Extension of Ten-Day Suspension

If the principal or designee suspends a student for 10 days, the Superintendent may extend the suspension until the outcome of the criminal charges have been filed. During the suspension, pending the outcome of the criminal charges, the student may be assigned to an alternative educational program.

Expulsion

The principal or the principal's designee may recommend to the district school superintendent the expulsion of any student who has committed a serious breach of conduct, including, but not limited to, willful disobedience, open defiance of authority of a member of his or her staff, violence against persons or property, or any other act which substantially disrupts the orderly conduct of the school. A recommendation of expulsion or assignment to a second chance school may also be made for any student found to have intentionally made false accusations that jeopardize the professional reputation, employment, or professional certification of a teacher or other member of the school staff, according to the district school board code of student conduct. Any recommendation of expulsion shall include a detailed report by the principal or the principal's designated representative on the alternative measures taken prior to the recommendation of expulsion. The School Board may, instead of an expulsion, assign a student to a school or an alternative program other than the student's zoned school when the recommendation of expulsion is a mandatory consequence for the violation of the Student Conduct and Discipline Code. (Florida Statute 1006.09)

1. The principal or designee will complete the investigation, write the office referral (Event and Discipline Report), assign a 10 day, out of school suspension and notify the parents of the incident and suspension.
2. The principal or designee will communicate with the parent/guardian during the 10-day suspension and notify them of the recommendation for expulsion and the rationale for the requested expulsion.
3. The principal or designee will compile all relevant investigation documents, a detailed description of the incident leading to the recommendation for expulsion, prior intervention utilized, current year behavior, academic, and attendance records and relevant 504 or IEP documents along with the request for expulsion form to be submitted to the Superintendent or designee.
4. The district expulsion committee will review the documentation provided and will confirm the hearing date with the principal or designee and the parent/guardian.
5. The parent/guardian and student have the right to participate in the formal hearing and to be represented by legal counsel or any other qualified person during the hearing.
6. The hearing officer will recommend any penalty they deem appropriate to the facts of the case. The recommendation will be voted on by the School Board who may impose any outcome they deem appropriate. The School Board's decision is final.

Students may be suspended for the remainder of the current academic year and the following academic year. During the expulsion, students may not be on any school board campus, property or establishment or within 1,000 feet of a school or a school bus stop.

Florida Statute 1006.08 permits the Superintendent to extend a suspension beyond ten school days if such suspension expires before the next regular or special school board meeting following the ten day of a suspension if the student is being recommended for expulsion. Alternatively, the Superintendent or the superintendent's designee may assign a student to the district alternative school or other alternative program pending the completion of any expulsion hearing and entry of any final order of expulsion by the School Board.

Enrollment of Students Who Have Been Expelled, Dismissed, or Reassigned from Other Schools

Students enrolling in the School District of Manatee County who have been expelled, dismissed, or reassigned from another school must disclose that information when registering at their districted school (F.S. 1006.67). The School District of Manatee County will evaluate all information provided and will uphold the placement from the originating institution in alignment with the SDMC Student Code of Conduct.

Criminal Victimization

In accordance with F.S. 1006.13, students who are found to have committed certain felony offenses against another student are prohibited from attending the same school or riding the same school bus with the victim or the victim's siblings. According to F.S. 1006.13(5), "The offender, or the parents of the offender if the offender is a juvenile, shall arrange and pay for transportation associated with or required by the offender's attending another school or that would be required as a consequence of the prohibition against riding on a school bus on which the victim or a sibling of the victim is riding. However, the offender or the parents of the offender may not be charged for existing modes of transportation that can be used by the offender at no additional cost to the District School Board."

Corporal Punishment

The use of corporal punishment is prohibited. This prohibition extends to parents or guardians on school grounds.

SECTION 8 | Miscellaneous



Crisis Protocol

Providing a safe and secure environment for our students to learn is the top priority of the School District of Manatee County. Measures have been taken to ensure our staff and students are prepared in the event a crisis situation occurs in one of our schools. A comprehensive Crisis Management Plan has been created to guide our staff through a wide variety of situations. Fire drills, tornado drills, lock-down drills and shelter-in-place drills are practiced at each site to ensure routines and safety procedures are well established and familiar to all.

In a shelter-in-place, all school doors will be locked, and regular classroom instruction continues behind the locked doors. In a lock-down, all school doors are locked, and all student and staff are out of view. Classroom instruction is discontinued.

What parents need to know during either crisis:

Please DO expect to be notified with a special parent advisory sent home from the school and/or with a telephone message from our telephone notification service when the school is able to provide accurate information and/or the incident is resolved.

- a. Please DO cooperate with school and/or district directives.
- b. Please DO consult local media for regular updates about the incident. Listen for information updates on local radio and television stations. You may be directed to an off-campus parent staging area for the latest information regarding a campus crisis.
- c. Please DO NOT call the school because phone lines will be needed for emergency communication.
- d. Please DO NOT call your child's cell phone because cell phones are not to be used during a crisis.
- e. Please DO NOT go to the school if a crisis situation should occur. Roads are closed, doors are locked, and campuses are off-limits to anyone other than authorized personnel.

Pursuant to F.S. 120.54, in the event of an emergency, the Superintendent or the School Board can enact additional rules governing student conduct which shall be enforced as included in this Code of Student Conduct.

Unannounced Lock-down Drills

This principal may conduct unannounced lockdown drills from time to time and will inform parents after the fact about the drill by way of automated telephone calls.

Student and Family Reunification Plan

In case of a school emergency or natural disaster, students need to be aware of their school's plan for releasing them. First and foremost, remain calm. Remember, it is our primary concern that students remain safe at all times, and there is a plan for an orderly dismissal and release of our students. When parents and guardian learn their student's school is in a lockdown situation or any other emergency situation, do not call the school and do not come to the school. Staff will be very busy during an emergency and will not be able to attend to the safety of students if they have to answer phone calls. If parents come to the school during an emergency, in all likelihood, parents will not be allowed into the school or even into the inner perimeter set up by emergency responders. The presence of hundreds of parents showing up on the scene will hinder the efforts of emergency responders, which in turn may jeopardize the safety of students. Instead, if the situation warrants the release of students, district notification to listed emergency contact numbers as well as the use of local news media will provide instructions on when and where to release will take place. Students may be bused to an off-site location for their release to parents or guardians.

Once the "all clear" is given at the school, and if there is a need to release students for the day, the Student and Family Reunification Plan will be put into place. For the safety of every child, it must be documented to whom each child is released. Students will only be released to a parent, guardian, or childcare personnel as designated on student's school contact, medical and emergency form. When arriving to the facility where students will be released, proceed to the designated area and plan to do the following:

- Fill out a Student Release Form.
- Present photo identification.
- Move to the student release area and wait for your child
- A runner will go to the assembly area, get the students, and bring them back to the release area. Be prepared to show ID again.
- Sign for the student and depart.

Reminder: Students will be released only to those listed on the Contact, Medical, and Emergency Form. It is therefore imperative that parents and guardian keep information on each child's Contact, Medical, and Emergency Form up to date, including cell phone numbers and other emergency contact information. Please note that if for any reason a student is not picked up, he or she will be placed in an alternative place of safety. These procedures should be shared with everyone listed on the Contact, Medical, and Emergency Form so that they are familiar with the plan and these concerns. If there are any questions about the Student and Family Reunification Plan, contact your student's school principal.

Parental Rights and Responsibilities

Parental Rights

- To be treated fairly and respectfully by school administration, teachers, and staff.
- To be notified promptly if your child is disciplined for inappropriate behavior and the consequences for those actions.
- To appeal disciplinary actions.
- To receive pertinent, accurate, and timely information about your child's academic progress.

Parental Responsibilities

- Communicate respectfully with school personnel
- To access information about the school board's policies and procedures.
- To provide your child's school with updated emergency contact information to include your address.
- To ensure that your child follows the student code of conduct.
- To ensure that your child is in attendance and on time every day.
- To be actively involved in your child's education.
- Pay all student accumulated fines to ensure your child can participate in all school activities, including all extra curricular activities (e.g., prom, graduation, field trips).

Know Parental Rights

Be aware that when parents are divorced or separated, both parents have full rights to participate in the student's school activities and to know what is happening at school. The non-enrolling parent will not be allowed to withdraw the child from school without the permission of the enrolling parent. A non-enrolling parent has the right of access to student records and information unless a court order prohibits such access.

Classroom Transfers

An enrolling parent has the right to request his or her child be transferred to another classroom teacher. Parents must formally submit the request in writing and the principal or designee shall approve or deny the transfer within 2 weeks after receiving such a request. If a request of transfer is denied, the principal or designee must notify the parent and specify the reasons for the denial. This provision does not give parents the right to choose a specific classroom teacher.

Curricula and Instructional Materials

In accordance with 1006.28(2)(a) and 1002.20(19)(b), F.S. and School Board Policy 2520, parents have the right to learn about their minor child's course of study, to include the source of any supplemental instructional materials. Please review the Student Progression Plan at www.manateeschools.net/spp for more information.

Annual Notice: Student with Disabilities

Parents have the right to:

- a. Have your child take part in, and receive benefits from, public education programs without discrimination due to his/his disabling condition(s).
- b. Receive prior notice with respect to identification, evaluation, or educational programming for students.
- c. Have students receive a free appropriate education.
- d. Have students receive education services in facilities which are comparable to those provided to non-handicapped students.
- e. Examine student records educational programming decisions made, based on a variety of information sources and by persons who know the student and who are knowledgeable about the evaluation data and placement options.
- f. Have transportation provided to and from an alternative placement setting (if the setting is a program not operated by the district) at no greater cost to the parent than would be incurred if the student were placed in a program operated by the district.
- g. Have student be given an equal opportunity to participate in non-academic and extracurricular activities offered by the district.
- h. File a local grievance with the local school district's grievance officer.
- i. File a complaint with the Office for Civil Rights (OCR).
- j. Take action through Civil Court
- k. Be represented by an attorney or legal counsel
- l. Request an impartial hearing regarding district decisions concerning the identification, evaluation, or educational programming for the students. The parent/guardian and their legal representative will have full opportunity for participate.
 - i. The hearing request must be made to the Superintendent of the District.
 - ii. The hearing will be held by an impartial hearing officer qualified to hear 504 proceedings.

Notification of Student Social Security Number Collection and Usage

In compliance with Florida Statute 119.07(5), this statement provides notification of the purpose for the collection and usage of student social security numbers by the School District of Manatee County. According to F.S. 1008.386, when a student enrolls in a public school in this state, the district school board shall requests that the student provide his or her social security number and shall indicate whether the student identification number assigned to the student is a social security number. However, a student is not required to provide his or her social security number as a condition for enrollment or graduation. A student satisfies this requirement by presenting to school enrollment officials his or her social security card or a copy of the card. The Department of Education shall establish a process for assigning a Florida student identification number to each student in the state, at which time a school district may not use social security numbers as student identification numbers in its management information systems. The Commissioner of Education shall assist school districts with the assignment of student identification numbers to avoid duplication of any student identification number.

Service Animals

Subject to specific guidelines, certification, and authorization by the School District of Manatee County, students with disabilities or other medical issues are permitted to have service animals accompany them during the school day. Service animals are individually trained to do work or perform tasks for people with disabilities. Examples of such work or tasks include guiding people who are blind, alerting people who are deaf, alerting people to the presence of potentially deadly food allergens, pulling a wheelchair, alerting and protecting a person who is having a seizure, remind a person with mental illness to take prescribed medication, calming a person with Post Traumatic Stress Disorder (PTSD) during an anxiety attack, or performing other duties. Please contact your school administration for initiating the process of using a service animal in any Manatee County school. (S. B. 8390)

Military Transfers

Priority is given to the dependent child of active-duty military personnel transferring to the School District of Manatee County. Military transfer priority is granted only at the time of the initial military transfer to the district and does not apply to future county-wide program application periods. By state law, dependent children of active-duty military personnel transferring into the district are given first priority for placement at the time of their initial transfer. Students who participated in special program and extracurricular activities at their transferring schools will be given priority access to the same programs and extracurricular activities when available (F.S. 1003.05).

Notification of Availability of School Public Accountability Report

The annual school public accountability report is available online through the Florida Department of Education. Please visit the site and select Manatee County, then the appropriate school.

Video Surveillance on School District Property

In order to maintain a safe environment for students, staff and the public, and to control vandalism and criminal activity on School District Property, the district has installed and will utilize video surveillance systems on School District property, including school buses. Any activities recorded on the video cameras may be used for school discipline or for law enforcement purposes. Federal and state law governs disclosure and use of video material, and such material could become part of a student's record. Requests for school videos are exempt under Florida Statute as well as FERPA-34 CFR s 99.12, unless under a subpoena.

Entering Areas Intended for the Opposite Sex

Based upon legislative changes in the law, students who enter an area on campus designated for the opposite biological sex and refused to immediate leave when asked, there may be a criminal penalty for students age 18 and approved under F.S. 553.865. In addition, school discipline can be imposed for all students as outlined in the appropriate grade-level matrix for entering areas on campus designated for the opposite biological sex that will also include defiance. Schools will work with students who have privacy concerns for reasonable accommodations for all undesignated bathrooms.

Public Notices with Parent Opt-Out Provisions

Directory Information/Photographs/Publications

FERPA also requires that the School District, with certain exceptions, obtain written parental consent prior to the disclosure of personally identifiable information from a child's education records. However, the School District may disclose appropriate designated "directory information" without written consent, unless the parent has advised the district to the contrary in accordance with district procedures. The primary purpose of director information is to allow the School District to include this type of information from a child's education records in certain school publications. Examples include:

- A playbill, showing a student's role in a drama production.
- The annual yearbook.
- Honor roll or other recognition lists.
- Graduation programs and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks and law enforcement agencies. If parents do not want the School District to disclose directory information from their child's education records without prior written consent, they must notify the district in writing by September 15th of each year or within 30 days of receiving this annual notice. The School District has designated the following information as directly information:

- Student's name
- Electronic mail address
- Photograph or other likeness (with parental consent)
- Date and place of birth
- Major field of study
- Date of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of athletic team members
- Degrees, honors, and awards received
- The most recent school attended

Note: Objecting to the release of directory information may results in your names, photograph and other directory information being excluded from yearbooks, sports programs, and other school publications. Both parents have a right to see the school records of their child unless there is a certified copy of a court offer on file at the school that specifically denies the right to access school records. Copies of school records are available for minimal copying charge. If you have any questions about these rights, please contact the school office.

Military Opt-Out Procedures

Under federal law, military recruiters are entitled, upon request, to a list of names, addresses, and telephone numbers of high school students unless parents/guardians object to such release. Students or parents must notify the principal in writing if they do not want their name, address, and telephone number released to military recruiters without prior written parent consent. This written notification may be submitted at any time and the School District will honor the objection from that point forward unless the student otherwise provides written notification to the principal. A military opt-out form is available on the district website: www.manateeschools.net. Students may also request a copy of the form at the school's main office.

Higher Education Opt-Out Procedures

Under federal law, institutions of higher learning are entitled, upon request, to a list of names, addresses, and telephone numbers of high school students, unless student object to such release. Students or parents must notify the school principal in writing if they do not want their names, address, and telephone number released to institutions of higher learning without prior written parental consent. This written notification may be submitted at any time and the School District will honor the objection form that point forward unless otherwise provided with written notification to the principal.

Notification of Rights under the Protection of Pupil Rights Amendment (PPRA)

PPRA affords parents certain rights regarding the district's conduct surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

1. Consent before students are required to submit a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education:
 - a. Political affiliations or beliefs of the student or student's parent
 - b. Mental or psychological problems of the student or student's family
 - c. Sexual behavior or attitudes
 - d. Illegal, anti-social, self-incriminating, or demeaning behavior
 - e. Critical appraisals of others with whom respondents have close family relationships.
 - f. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers
 - g. Religious practices, affiliations, or beliefs of the student or parents
 - h. Income, other than as required by law to determine program eligibility
2. Receive notice and an opportunity to opt a student out of:
 - a. Any other protected information survey, regardless of funding
 - b. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agenda, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law
 - c. Activities involving collection, disclosure, or use of personal information that has been obtained to market or to sell or otherwise distribute the information to others
 - d. In accordance with s. 1002.222(1)(a), the right to opt-out of any district-level data collection not required by law.

3. Inspect, upon request and before administration or use, the following:
 - a. Protected information survey of students
 - b. Instruments used to collect personal information from student for any of the above for marketing, sales, or other distribution purposes
 - c. Instructional material used as part of the educational curriculum. These rights transfer from the parents to the student who is 18 years old or an emancipated minor under State law. Parents who believe their rights have been violated may file a complaint with: Family Policy Compliance Office U.S. Department of Education 400 Maryland Avenue, SW Washington, D.C. 20202-5901.

SCHOOL DISTRICT OF MANATEE COUNTY



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District 2 - Cindy Spray, Chair
District 3 - Charlie Kennedy, Vice Chair
District 4 - Chad Choate III
District 5 - Richard Tatem

Superintendent

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FORTIFYFL

SUSPICIOUS ACTIVITY REPORTING APP

FortifyFL is a suspicious activity reporting tool that allows you to instantly relay information to appropriate law enforcement agencies and school officials.

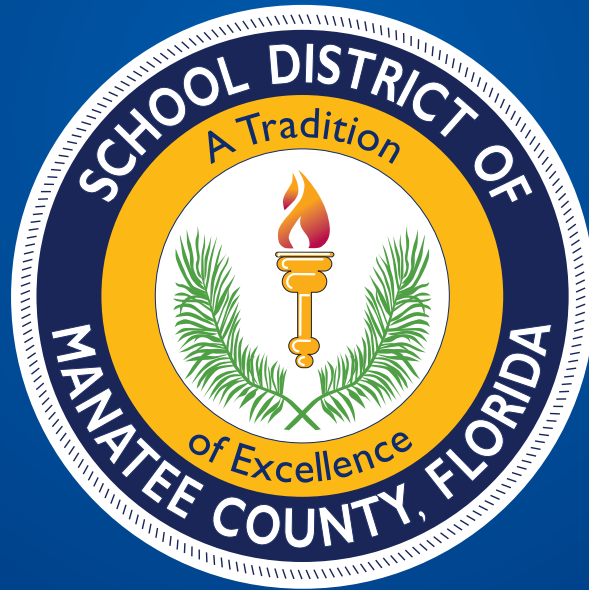


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