2026–27 Code of Student Conduct

District School Board of Madison County

Mission Statement

"Our mission is to educate all students in a quality, safe learning climate that ensures student success."

Notice To Parents
Free & Reduced Priced Meals!

Madison County School Board Madison County School Board today announced an amendment to its policy for serving meals to students under the National School Lunch / School Breakfast Programs for the 2025-2026 school year. All students will be served lunch/breakfast at no charge at the following sites:

Madison County High School
Madison County Central School

For additional information please contact:
Madison County School Board Attention:
Iris Wynn, Food Service Supervisor Food and Nutrition Services
210 NE Duval Avenue
Madison, FL 32340 Phone: 850-973-1539,
E-mail Address: iris.wynn@mcsbfl.us.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410
Fax: (202) 690-7442; or
email: program.intake@usda.gov.

This institution is an equal opportunity provider.

Madison District Public Schools

210 N.E. Duval St. • Madison, FL 32340
(850) 973-5022 • Fax (850) 973-5027

BOARD MEMBERS

Frankie Carroll
Carol Gibson
Katie Knight
VeEtta Hagan
Devin Thompson

DISTRICT ADMINISTRATIVE OFFICES

Title	Name	Phone
Superintendent	Dr. Karen Pickles	(850) 973-1530
Director of Personnel		(850) 973-1531
Coordinator of Assessment, Accountability Data and Quality	Barbara Thomas	(850) 973-1554
Coordinator of Exceptional Student Education/Student and Mental Health Services		(850) 973-1562
Coordinator of Curriculum	Dr. Loietta Holmes	(850) 973-1552
Coordinator of Federal Programs	Lisa Roderick	(850) 973-1583
Supervisor of Food Services	Iris Wynn	(850) 973-1564
Supervisor of Maintenance	Tim Ginn	(850) 973-1543
Supervisor of Transportation		(850) 973-1546
Coordinator of Safety and Operational Services	Rod Williams	(850) 973-1529
Director of Finance	Walter Copeland	(850) 973-1541

SCHOOL ADMINISTRATORS

School	Principal	Phone
Madison County High School	Peggy Hasty	850) 973-5061
Madison County Central School	Kimberly Jennings	850) 973-5192

DISTRICT DEPARTMENTS/SERVICES PHONE LIST

Assessment & Testing	(850) 973-1554
Budget & Finance	(850) 973-1541
Code of Student Conduct	(850) 973-1529
K-12 Curriculum	(850)-973-1552
English for Speakers of Other Languages/English Language Learners	(850) 973-1565
Exceptional Student Education	(850) 973-1562
Equity & Compliance	(850) 973-1531
Florida Standards Assessment	(850) 973-1554
Food Services	(850) 973-1564
Homeless Education Assistance	(850) 973-1526
Home Schooling	(850) 973-1552
Personnel	(850) 973-1531
Migrant Education Program	(850) 973-1549
Pre-Kindergarten (VPK)	(850) 973-1562
Parent Services	(850) 973-1565
Parent Resource Center	(850) 973-1565
School Choice	(850) 973-1552
School Grades	(850) 973-1554
Title 1	(850) 973-1565
Transportation	(850) 973-1546
Adult Ed	(850) 973-1565

District School Board of Madison County

210 NE DUVAL AVENUE • MADISON FL 32340

Dear Students and Families,

Welcome to the 2026–2027 school year in the Madison County School District!

We are excited to begin another year of learning, growth, achievement, and opportunity. The safety and well-being of our students and staff remain a top priority. We are committed to providing a safe, supportive, and respectful learning environment where every student—from Pre-K through 12th grade—can succeed academically, socially, and emotionally.

Families are essential partners in reinforcing these expectations and supporting positive student choices. We ask all students and families to carefully read, review, and discuss this Student Code of Conduct. Understanding these expectations is an important first step toward making responsible decisions and contributing to a positive school environment.

The Student Code of Conduct establishes clear expectations, responsibilities, and behavioral standards for maintaining safe, orderly, and positive schools. Students are expected to demonstrate respect, responsibility, good judgment, and appropriate conduct at all times.

The Student Code of Conduct is based on official Madison County School Board policies and applicable state and federal laws. It applies to student conduct on school grounds, on district transportation, and at school-sponsored events and activities, whether on or off campus. Conduct outside of school may also be addressed when it substantially affects school safety, security, or operations, consistent with law and School Board policy.

Violations may result in disciplinary or corrective action in accordance with School Board policy. Certain misconduct may also have legal consequences and may be referred to law enforcement or other appropriate authorities when required or permitted by law.

Our goal is not simply to respond to misconduct, but to help students understand the impact of their choices, take responsibility, learn from their mistakes, and develop the skills needed to become successful and responsible students at their school and in their community.

Thank you for being a vital part of the Madison County School District. We look forward to working together to make the 2026–2027 school year safe, successful, and enriching for every student.

Sincerely,

Dr Karen Pickles

Karen Pickles, PhD
Superintendent of Schools

PHONE 850-973-5022 • FAX 850-973-5027 • ANNEX FAX 850-973-5017 • WWW.MADISON.K12.FL.US

Karen Pickles, PhD Superintendent • **Katie Knight** District 1 • **Carol Gibson** District 2 • **VeEtta Hagan** District 3 • **Frankie Carroll** District 4 • **Devin Thompson** District 5

An Equal Opportunity Employer

TABLE OF CONTENTS

CODE OF CONDUCT 1

Section I: INTRODUCTION 3

Notice of Limited Responsibility for Supervising Students3

Section II: STUDENT RIGHTS AND RESPONSIBILITIES 14

Patriotic Programs: Rules 5

Student Discrimination 5

Title IX of the Education Amendments of 1972 and Sex Discrimination.....6

Bullying and Harassment 6

Code of Civility.....6

Family Responsibilities 7

Code of Civility.....7

Evacuation/Lockdown 9

CRISIS PROTOCOL.....9

Section III: PARENT AND STUDENT NOTIFICATIONS 9

Safe Harbor Provision..... 10

HOPE Scholarship..... 10

Participation in Extracurricular/Co-Curricular Activities 10

INSURANCE (Student Accident) 10

Dress Code 10

Possession, Use, or Sale of Controlled Substances and/or Alcohol..... 12

Gangs and Gang-Related Activity 13

Standards of Conduct for Students using Transportation Provided by MCSD 14

Possession of Firearms, Weapons, and/or Destructive Devices on Board Property 16

Simulated Weapons..... 16

Violence Against School Employees 17

Violent or Disruptive Behavior..... 17

Threats or False Reports 17

FortifyFL..... 17

Zero Tolerance for School-Related Violent Crime 18

Fighting and Self-Defense 18

Cell Phone Policy for Students 18

Safety in Private Spaces Act..... 19

Hate Speech..... 19

Sexting..... 19

Student Parking and School Locker Search 19

Search of an Individual..... 20

Hazing..... 20

Teen Dating Violence and Abuse 20

Tobacco/Vaping 20

Expulsion..... 20

Alternative Placement In Lieu of Expulsion..... 21

Out-of-School Suspension 22

In School Suspension..... 22

Detention..... 22

DUE PROCESSES..... 22

Court Orders and Felony Suspension/Expulsion MCSB Policy 5500 24

Off Campus Conduct..... 24

Consultation with Law Enforcement..... 24

The Juvenile Civil Citation Program..... 24

Petty Acts of Misconduct..... 25

Dual Enrollment/Postsecondary Notification..... 25

Failure to Attend Classes 25

School Environment Safety Incident Report (SESIR) 25

Internet Policy: Student Technology Acceptable and Responsible Use Agreement..... 25

Educational Purpose..... 25

Student Internet Access 25

Responsible Uses 26

Unacceptable Use and Prohibited Activities..... 26

Student Technology and Device Guidelines..... 26

Section IV: DISCIPLINARY INTERVENTIONS 27

Disciplinary Response Code Overview..... 27

Student Discipline Investigations..... 27

2026-2027 Madison County Schools Discipline Chart Terms..... 34

2026-2027 Discipline Grid Grades PK-12 35

FORMS

Notice of Receipt 59

Pledge of Allegiance Opt Out Form 73

Internet Acceptable Use Policy and Guidelines 63

Student Network Responsibility Contract 64

2026-2027 Parent and Student Notification 65

Media Opt Out Form 67

2026-2027 Bullying /Harassment Reporting Form 69

Note! Detach and Return - Please sign and return the form to your child's school.

2026-2027 Code of Student Conduct

The Code of Student Conduct (Code) is adopted by the Madison County School Board, Florida (Board), to notify students and parents/guardians what student expectations are for behavior while attending any Madison County School District (MCSD) school. The MCSD Code applies to all activities throughout the school, while being transported to and from school at a public expense, a reasonable time before and after school, during school-sponsored activities, and any other jurisdictional area as permitted by applicable laws and regulations.

The following represents a minimal portion of information found within the Code; students and parents/guardians are encouraged to read the Code in its entirety:

- The Code has certain offenses that could result in out-of-school suspension. If a student receives out-of-school suspension, they are prohibited from attending school, riding any district transportation or may not participate in or attend any school-sponsored activity, or athletic program/event.
- Students have the right to choose to participate in an MCSD disciplinary investigation. Parents/guardians may request their student not participate in student discipline investigations without authorization from the parent/guardian by submitting the request, in writing, prior to the occurrence of any discipline matter, to the school administration.
- **Safe Harbor** allows a student who accidentally brings an object (e.g. firearm, weapon) to school, or finds an object, which is not allowed by the Code, to turn the object in to school staff before an investigation or screening starts. The student could still receive a discipline referral. (Please note: not all zero tolerance offenses, such as firearms and weapons, qualify for Safe Harbor).
- Students who commit a Level 4 offense will be recommended for **full expulsion** from all MCSD schools.
- All threats made to a school or person, including reposting a threat, will be taken seriously, regardless of the student's intent.
- **Fighting** is not allowed on any MCSD property or during any MCSD sponsored event/activity, however, a student may use "self-defense" to prevent a pending attack. "Self-defense" is described as an action that is necessary to protect myself or someone else from serious bodily harm. "Self-defense" may include asking an adult for help, restraining or blocking the attacker, shielding self or others from being hit, or pushing to get away from the attacker. However, retaliating by striking or hitting (e.g., punching, slapping, kicking) a person back, or choosing not to leave after the student is able to get away, may be considered as fighting.
- **Searches** of students and property will be conducted if school personnel have reasonable suspicion of a violation of the Code or law. Reasonable suspicion is not required to conduct random searches, which may occur at any time and are not protected by Safe Harbor.
- Students are strongly encouraged to report any suspicious or criminal behavior observed to FortifyFL through the **FortifyFL** app, on the student's school-issued device, or by going online at www.getfortifyfl.com. The report can be anonymous. If the student knowingly submits a false tip to FortifyFL the student may face criminal penalties and/or discipline under the Code.

The full version of the Code can be found on students' MCSD device and can also be found at: https://www.madison.k12.fl.us/page/school-safety

_____ _____

School Name Grade

_____ _____ _____

Print Student Name Student Signature Date

_____ _____ _____

Print Parent/Guardian Name Parent/Guardian Signature Date

PARENTS/GUARDIANS: THIS FORM IS REVIEWED WITH YOUR CHILD AT SCHOOL. PLEASE SIGN AND RETURN THE PARENT/GUARDIAN FORM TO YOUR CHILD'S SCHOOL. FAILURE OR REFUSAL TO SIGN THIS ACKNOWLEDGEMENT FORM WILL NOT RELIEVE A STUDENT OR THE PARENT/GUARDIAN OF THE RESPONSIBILITY FOR COMPLIANCE WITH THE CODE OR ACCOUNTABILITY FOR LOSS OR DAMAGE TO MCSD PROPERTY.

SECTION I:
INTRODUCTION

The School Board of Madison County, Florida (Board) Code of Student Conduct, in addition to Section 1006.07, Florida Statutes, requires the adoption of a Code of Student Conduct (Code). Madison County School District (MCSD) has developed the Code to help students, parents/guardians, and school personnel understand the guidelines for maintaining a safe and orderly learning environment. The Code shall be discussed with students, school advisory committees, and parent/teacher associations at the beginning of each school year and quarterly thereafter and for transferring students upon their enrollment.

In order to ensure availability to all students, staff, parents and stakeholders, an electronic copy of the Code can be found online at the district website or on MCSD school-issued devices. Each student will be provided a copy of the Student Code of Conduct.

The Code applies to all MCSD students in Kindergarten through Grade 12, including high school and school age students attending either a technical center in a dual-enrollment program or a community College.

Each MCSD student must obey MCSD rules and the Code:

- While on school grounds;
- While being transported to or from school at public expense;
- During school-sponsored activities, including, but not limited to distance learning, field trips, athletic functions, and similar activities; and
- If appropriate, any other area as permitted by Florida Statutes and/or State Board of Education Rules.

Schools may also have the authority to discipline students for acts near or related to the school or when a student's conduct may harm the health, safety, or welfare of the student, of other students, of the school or of school personnel. In addition, while students may be disciplined for offenses according to the responses outlined in the Code, please be aware that there could be additional consequences through law enforcement for acts that violate the law.

Federal and state statutes and Board Policies are referenced throughout this handbook. It is important to note that the statutes and Board Policies referenced herein are subject to amendment throughout the current school year, which may affect specific sections of this handbook. Should a section be impacted by an amendment during the current school year, the Code will be updated to reflect the amendment as adopted by statute or Board Policy.

In Loco Parentis

State and federal law recognizes that teachers and school administrators have a need to stand in the place of parents/guardians over children entrusted to them at school. This is a legal concept called in loco parentis. While this authority is not equal to a parent's/guardian's authority over a child, it does permit school personnel to exercise a degree of supervision and control over students while students are on Board property, school transportation, or attending a school activity. Section 1003.31(1), Florida Statutes, also recognizes that students are under the control and direction of the principal or teacher in charge of the school. This authorizes school personnel to 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. This concept authorizes school personnel to question a student without providing the student with Miranda warnings or allowing the student to call a parent/guardian or attorney.

Notice of Limited Responsibility for Supervising Students

MCSD employees are not responsible for supervising students who arrive on school grounds more than 30 minutes before school and/or 30 minutes before a school-sponsored activity is scheduled to begin or students remaining on school grounds more than 30 minutes after school and/or 30 minutes after the school-sponsored activity ends. MCSD is not responsible for supervising students not in attendance at school, or students not authorized to participate in school-sponsored activities. Casual or incidental contact between MCSD personnel and students on school grounds shall not result in a duty to supervise students. Parents/guardians should not rely on MCSD employees to provide supervision for their child outside of the aforementioned time period.

Nothing in this section precludes MCSD from administering discipline for acts or behavior that occur on MCSD property.

SECTION II:
STUDENT RIGHTS AND RESPONSIBILITIES

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 within each school. In each school, the principal is responsible for the orderly school administration, operation and instructional leadership under the supervision of the Superintendent, in accordance with rules and regulations of the School Board. The faculty and staff shall assist in the orderly operation of the school and assure the **STUDENT RIGHTS AND RESPONSIBILITIES**.

Safe, Positive, and Receptive Learning Environment	
Student Rights	Student Responsibilities
To attend school in a positive learning environment	To maintain behavior that enhances Positive learning environment
To have school personnel who are receptive to student needs and concerns	To express needs and concerns in an appropriate manner
To have knowledge of the Code	To follow the guidelines set forth in the Code
Attendance	
Student Rights	Student Responsibilities
To be informed of Board policies and school rules about absenteeism and tardiness	To attend classes daily and be on time
To appeal a decision about an absence	To explain or document the reason for an absence
To request make-up work after an absence/suspension and to complete it in a reasonable amount of time	To make-up class work in a reasonable amount of time after an excused absence/suspension
Counseling	
Student Rights	Student Responsibilities
To be informed about school guidance services	To use guidance services for educational and personal improvement
To have access to individual and group counseling	To schedule guidance appointments ahead of time, except in emergencies
To request counseling	To work cooperatively with all school personnel
Curriculum	
Student Rights	Student Responsibilities
To receive a teacher's grading standard at the beginning of the grading period	To request academic and extracurricular programs that are in line with ability
To receive course descriptions	To ask for help from school personnel in choosing courses
To learn from competent teachers in an atmosphere free from bias and prejudice	To cooperate with teachers and Contribute to an atmosphere free from bias and prejudice
To take part in basic skills programs in elementary, middle, and high schools	To make every effort to master the basic skills
Grades	
Student Rights	Student Responsibilities
To receive a teacher's grading standards at the beginning of the grading period	To learn about grading standards
To be notified of failure/potential failure when work is unsatisfactory	To meet academic standards in line with ability and to make every effort to improve unsatisfactory work

Free Speech/Expression	
Student Rights	Student Responsibilities
To express views through speaking and writing, but without being obscene, disruptive, abusive, or derogatory	To respect the right of others to express their views and refrain from using speech or expression that could substantially disrupt the learning environment or harm the health, safety, or welfare of others
To participate in patriotic observances, however, students have a right to not participate in recitation of the Pledge of Allegiance	To behave respectfully during patriotic observances
To have one's religious beliefs respected	To respect the religious beliefs of others and to refrain from activities that hold religious beliefs up to ridicule
To assemble peaceably on school grounds while following federal, state, and local regulations	To plan, get approval for and conduct activities that are in line with the school's goals
To help develop and distribute publications as part of the educational process	To follow the rules of responsible journalism under the guidance of an advisor, including seeking complete information about topics and refraining from publishing false or obscene material
To be protected from sexual harassment	To refrain from sexually harassing students, staff, and community members on Board property, school transportation, and/or at school activities.
Privacy and Property Rights	
Student Rights	Student Responsibilities
To have privacy of personal possessions unless school personnel have reason to believe a student is in possession of materials prohibited by law or Board policy; any individual on Board property, on school transportation, and/or at school activities is subject to search	To keep materials prohibited by law or Board policy away from school or school activities
To have personal property respected	To respect others' personal property

Patriotic Programs: Rules

F.S. 1003.44 requires that the pledge of allegiance to the flag be recited at the beginning of the day in each public elementary, middle, and high school in the state. Students are invited to stand and recite the Pledge of Allegiance to the flag of our country, but they are not required to do so. The pledge shall be rendered by students standing and placing their right hand over their heart. When the pledge is given or the national anthem is played, all civilians (including students) are invited to show respect to the flag by standing at attention, men removing headdress, except when the headdress is worn for religious purposes. A school cannot discipline a student for failing to stand and/or pledge; however, a school may issue disciplinary action if a student disrupts the Pledge.

Student Discrimination

Equal Educational Opportunities, defines discrimination as conduct which deprives the victim of the opportunity to participate in educational programs or activities on the account of race, color, religion, age, sex, national origin, marital status, disability, sexual orientation, genetic information, gender identity or expression, language spoken, homelessness, or any other reason prohibited by law. Students attending MCSD shall be treated according to a unitary code, which applies equally to all students. All activities, curricular and extracurricular, which are sponsored by MCSD shall evidence respect for the individual student. Every reasonable attempt shall be made to ensure that activities do not disparage or offend any student on account of discrimination.

If a student believes they are a victim of discrimination based upon any factor identified above, the student is encouraged to report the alleged discrimination to school administration to investigate. The victim may also file a grievance/complaint with the MCSD Equity Officer to investigate the allegations; , (850) 973-1531.

Title IX of the Education Amendments of 1972 and Sex Discrimination

In accordance with Title IX of the Education Amendments of 1972 MCSD is committed to protecting its students, employees, and applicants for admission from sex discrimination, including discrimination based on gender identity or failure to conform to stereotypical notions of masculinity or femininity. MCSD believes that all students and employees are entitled to a safe, equitable, and harassment-free school experience. Substantiated allegations of discrimination will not be tolerated and shall be just cause for disciplinary action. Any student who alleges sex discrimination by another student may use the school's student grievance procedure or may complain directly to the Title IX Coordinator.

Bullying and Harassment

In accordance with Section 1006.147, Florida Statutes, Board Policy, Safe Schools the Board is committed to protecting its students, employees, and applicants for admission, from bullying, harassment, or discrimination for any reason and of any type. The Board believes that all students and employees are entitled to a safe, equitable, and harassment-free school experience. Substantiated allegations of bullying, harassment, or discrimination will not be tolerated and shall be just cause for disciplinary action. In addition, although unsubstantiated bullying and harassment do not result in disciplinary action, the unsubstantiated bullying and harassment must be documented and reported to the Florida Department of Education through the requirements of the School Environment and Incident Reporting (SESIR) structure. Any student who alleges bullying or harassment by another student may use the school's student grievance procedure or may complain directly to the principal or designee. In addition to direct reporting, students or parents can complete an anonymous bullying report by using the QR Code below.

Code of Civility

The education of a child happens only through a partnership among the child, school faculty and staff, parents/guardians, the community and district office employees. Partnership is an active state that includes sharing responsibilities, having meaningful communication and welcomed participation.

When people who are working together agree, the partnership runs smoothly. Two people will not always agree and that can make partnership difficult. The partnership is most powerful, as children are educated to reach their potential, when we agree on how to disagree. We must be civil in our discourse.

Civility is often described by its absence. We hear of harmful actions such as road rage, physical confrontation, ethnic stereotypes and slurs. But civility is not just an absence of harm. It is the affirmation of what is best about each of us individually and collectively. It is more than saying "please" and "thank you." It is reflecting our respect for others in our behavior, regardless of whether we know or like them. It is not simply being politically correct and should not be used to stifle criticism or comment. It is being truthful and kind and for us to take responsibility for our own actions rather than blaming others.

As we communicate with each other, we need to remember that we are working together to benefit the children of this community.

Therefore, the Board requires that, as we communicate, students, MCSD faculty and staff, parents/guardians, and all other members of the community shall:

1. **Always treat each other with courtesy and respect. This means:**
   - We listen carefully and respectfully as others express opinions that may be different from ours with kindness.
   - We share our opinions and concerns without loud or offensive language, gestures or profanity.
2. **Treat each other This means:**
   - We treat each other, as we would like to be treated.
   - We do not threaten or cause physical or bodily harm to another.
   - We do not threaten or cause damage to the property of another.
   - We do not bully, belittle or tease one another and we do not allow others to do so in our presence.
   - We do not demean and are not abusive or obscene in any of our communications.
3. **Take responsibility for our own actions. This Means:**
   - We share information honestly.
   - We refrain from displays of temper.
   - We do not disrupt or attempt to interfere with the operation of a classroom or any other work or public area of a school or school facility.
4. **Cooperate with each other. This means:**

- We obey school rules for access and visitation.
- We respect the legitimate obligations and time constraints we each face.
- We notify each other when we have information that might help reach our common goal. This will include information about safety issues, academic progress, changes that might impact a student's work or events in the community that might impact the school.
- We respond when asked for assistance.
- We understand that we do not always get our way.

FAMILY RESPONSIBILITIES

By enrolling a child in a public school in Madison County, Florida, each parent/guardian agrees to comply with the essential parental responsibilities including, but not limited to:

1. Reviewing the contents of the Code of Student Conduct guide with their child;
2. Ensuring their child lives in the assigned school zone;
3. Ensuring the daily attendance of their child and promptly report and explain any absences or tardiness from school;
4. Providing their child with the resources needed to complete class work;
5. Assisting their child in being healthy, neat, and clean;
6. Bringing to the attention of the school authorities any problem or condition which affects their child or other children of the school;
7. Ensuring their child does not bring inappropriate or contraband items to school;
8. Discussing report card and work assignments with their child and monitor student academic progress in the SKYWARD system (www.Madison.k12.fl.us);
9. Ensuring that the school has up-to-date home, work, and emergency telephone numbers;
10. Ensuring that current emergency health care information regarding their child is on file with the school;
11. Communicating with the school (i.e., talk to child's teacher, return requested forms, etc.)

Code of Civility

Authority and Enforcement of the Code of Civility

Authority and enforcement of a code for civil conduct ultimately depends on the individual and collective will of those involved – students, MCSD faculty and staff, parents/ guardians, and all other members of the community. However, individuals need to know how to respond to uncivil behavior and how such behavior will be responded to. Therefore:

1. A student who believes that he or she has not been treated in a manner reflective of the Code of Civility should report such behavior to the appropriate school administrator.
2. A parent/ guardian or community member who believes that he or she has not been treated in a manner reflective of the Code of Civility should report such behavior to the staff member's immediate supervisor.
3. An employee who believes that he or she has not been treated in a manner reflective of the Code of Civility should use the following guidelines:
   - If personal harm is threatened, the employee may contact law enforcement.
   - Anyone on Board property without authorization may be directed to leave the premises by an administrator or school resource officer. Anyone who threatens or attempts to disrupt school or school district operations, physically harm someone, intentionally cause damage, uses loud or offensive language, gestures, profanity or shows a display of temper must be directed to leave the premises by an administrator or school resource officer. If such person does not immediately and willingly leave and if the school resource officer is not available, law enforcement shall be called.
   - If a telephone call recorded by an answering machine, e-mail, voicemail message, or any type of written communication is demeaning, abusive, threatening, or obscene the employee is not obligated to respond.
     - o If personal harm is threatened, the employee may contact law enforcement.
     - o The employee shall save the message and contact his or her immediate supervisor, the school resource officer and/or MCSD District Police.
   - If any member of the public uses obscenities or speaks in a demeaning, loud, or insulting manner, the employee to whom the remarks are directed shall take the following actions:
     - o Calmly and politely, ask the speaker to communicate civilly.
     - o If the verbal abuse continues, give appropriate notice to the speaker and terminate the meeting, conference, or telephone conversation.
     - o If the meeting or conference is on school district premises, request that an administrator or authorized person direct the speaker to promptly leave the premises.

- If the speaker does not immediately leave the premises, an administrator or other authorized person shall notify law enforcement to take any action deemed necessary.

Attendance

Regular school attendance is a necessary part of a student's education. Excessive absences impair a student's educational progress, impacts whether the student passes or fails a grade, and may result in court proceedings and/or the loss of driving privileges. Students will be considered absent when they miss 50% of their school day. Absences shall be classified and treated as follows:

Excused Absences

Students must be in school unless the absence has been excused for one of the reasons listed below. Excused absences include the following:

- Personal Illness.
- Illness of an immediate family member.
- Death in the family.
- Religious holidays of the student's religious faith.
- Required court appearance or subpoena by a law enforcement agency.
- Special events, including, but not limited to, important public functions, student conferences, student state/national competitions that are school-sponsored, administrative approved post-secondary educational institution visitation, as well as exceptional cases of family need. Students must get permission from the principal at least five days in advance.
- Scheduled doctor or dentist appointments.
- Students having or suspected of having a communicable disease or infestation that can be transmitted are to be excluded from school and are not allowed to return to school until they no longer present a health hazard (Florida Statute 1003.22). Examples of communicable diseases and infestations include, but are not limited to, fleas, head lice, ringworm, impetigo, and scabies. Students are allowed a maximum of three (3) days excused absence for an infestation of head lice.

Unexcused Absences

Unexcused absences include, but are not limited to, the following:

- Shopping trips
- Pleasure trips
- Suspension from school
- Appointments without prior approval except in case of emergency
- Truancy
- Other avoidable absences

Truancy

If the school determines that a student subject to compulsory school attendance has had at least five (5) unexcused absences, or absences for which the reason is unknown, within a calendar month or ten (10) unexcused absences, or absences for which the reasons are unknown, within a 90 calendar day period pursuant to s. 1003.26(1)(b), or has had more than fifteen (15) unexcused absences in a 90 calendar day period, the superintendent of schools or his designee may file a truancy petition

Students are subject to the following actions for preventing and correcting truancy:

- When a student may be exhibiting a pattern of non-attendance, the principal shall refer the student to the school's Attendance/MTSS team to determine if a pattern of truancy is developing.
- The school's attendance team shall meet with the student and parent or guardian to determine if a pattern of truancy is developing and to identify and implement potential remedies.
- If the school-based efforts to resolve non-attendance are unsuccessful, the student shall be referred to the Superintendent or his designee for truancy.
- In extreme circumstances the school privileges can be withheld for lack of attendance. Including but not limited to athletic participation, club participation, Prom, and other school activities.

Driver's License

Florida law requires that minors who fail to satisfy attendance requirements will be ineligible for driving privileges. The School District is required to notify the Department of Highway Safety and Motor Vehicles of the following:

- Students ages 14-18 who accumulate fifteen (15) unexcused absences, not including out of school suspensions, in a ninety (90) calendar-day period.

- Students between the ages of 16-18 who have signed a declaration of intent to terminate school enrollment.
- Students ages 14-18 who are expelled.
- Students ages 14-18 who did not enter school and for whom the school has received no indication of transfer to another educational setting.

These students may not be issued a driver's license or learner driver's license. Also, the Department of Motor Vehicles shall suspend any previously issued driver's license or learner driver's license of any such minor pursuant to Florida Statute 322.091. In order to have a driver's license reinstated, the student must attend school regularly for thirty (30) days with no unexcused absences and pay the appropriate reinstatement fee.

Evacuation/Lockdown

Madison County District Schools utilizes four standard responses for handling students and staff in any emergency situation – evacuation, shelter in place, secure campus, or lockdown. Evacuation plans begin with a fire drill procedure and include at least two routes for moving students very quickly away from the campus. Shelter in place is moving people away from windows and is meant to increase physical barriers between people and outside, it is used for tornadoes, severe weather or chemical releases. Secure facility is keeping all personnel in the building with the option of limited movement or full movement, but no entry or exit is allowed. A lockdown of the school building may be used during any emergency where there is a need to keep students in place. Schools are required to participate in a series of drills during the school year to practice the procedures. If an emergency were to occur on a school campus, parents are asked to tune into local media stations (television and radio) and monitor school-based communication (social media and texting) for additional information rather than reporting to the school campus.

CRISIS PROTOCOL

Providing a safe and secure environment for our students to learn is a top priority of the MCSD. 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, and lockdowns are practiced at each site to ensure that routines and safety procedures are well established and familiar to all.

Parents – Please cooperate with school and district authorities during a lockdown crisis:

- Please cooperate with school and/or district directives.
- Please 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.
- Please DO NOT call the school because phone lines will be needed for emergency communication; however, please consult the local media.
- Please DO NOT call your child's cell phone in order for cell towers to be clear for emergency use; however, please consult the local media.
- Please DO NOT go to the school if a lockdown situation should occur; however, please consult the local media. Roads are closed, doors are locked, and campuses are off-limits to anyone other than authorized personnel.

Pursuant to Florida Statute 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.

SECTION III:
PARENT AND STUDENT NOTIFICATIONS

SCHOOL HEALTH

1. Illness in School

A student with a temperature above normal or who is exhibiting other signs of illness shall be evaluated by the school nurse and sent home. The specific guidelines and recommendations for exclusion from school due to illness are referenced in each of the Madison County School District's Health Manuals, on file at each school.

2. School-entry health examinations and immunizations

Florida Statute 1003.22 states that each child who is entitled to admittance to kindergarten or entitled to any other initial entrance into a Florida public school, must present certification of a school-entry health examination performed within one year before enrollment in school and a completed DH Form 680 Certification of Immunization record, Religious Exemption, or medical Exemption for the prevention of communicable diseases for which immunization are required by the State Statutes monitored by the Department of Health.

3. Prescription and Non-Prescription Medicine

Administration of medications during school hours is discouraged. The term "medication" includes both prescription and non-prescription ("over the counter") medication. All prescription and non-prescription medication to be administered by the school at the elementary, middle and high school level must be directed by a physician who has determined that a student's health and well-being requires medication during school hours, and a medication consent form must be completed and signed by the physician and parent. A medication consent form must be on file for each medication to be administered at school. All prescription and nonprescription medication in the possession of students at the middle and high school not administered by the school requires a medication self-carry written permission form signed by the parent and provider to the school for safety of all students. The non-prescription medication must be carried on the student in its original labeled container with the student's name written on it for medication identification and student safety.

The disciplinary consequences of unauthorized possession or use of prescription and nonprescription medication are addressed in discipline section.

4. Administration of Narcotics for Pain Management

Every effort should be made to discourage the use of narcotics in school. Many are known to cause drowsiness and decreased coordination, thus presenting impaired learning and safety issues for the student. In the event of a student is prescribed narcotics for an acute condition (recent surgery, kidney stone, etc.) requiring administration during the school day, a written physician's order for the prescribed narcotic medication must be on file with the nurse and medication kept locked in the clinic.

5. Prescription and Non-Prescription Medicine

Students are prohibited from possessing prescription medication on school property, on a school bus or school-approved transportation, or at any school-related function or activity, unless such medication is prescribed by a current physician, and the prescription is documented by medication consent form the prescribing physician filed with the school before the student brings the medication on campus. Unauthorized possession of prescription medication without a valid, current prescription constitutes possession of a drug and is a Level IV offense. If the student has a valid, current prescription for the medication, but fails to file the appropriate medication consent form signed by the parent and physician with the school before bringing it on campus, the possession is a Level II violation.

Students are prohibited from possessing any non-prescription medication at school, on a school bus or school-approved transportation, or at any school-related function or activity without the written permission from the parent or guardian, documented with the appropriate form on file with the school, prior to the medication being brought on campus. Unauthorized possession or use of any non-prescription medication is a Level II offense.

Misuse of non-prescription medication is a Level III offense. Misuse of non-prescription medication includes (i) the delivery of non-prescription medication or (ii) any use inconsistent with the manufacturer's directions or generally accepted guidelines.

Aggravated misuse of non-prescription medication is a Level IV offense. Aggravated misuse of non-prescription medication is the sale of non-prescription medication for any purpose or its delivery with the intended or actual effect of modifying mood or behavior, or inducing physical, emotional or behavioral changes, rather than for its intended purpose.

Safe Harbor Provision

A student may approach a school official or contracted personnel and turn in an object which is not allowed by the Code. Unless an investigation by school officials regarding the possession of an object that is not allowed by the Code has already started, a student who approaches a school official and turns in the object may not receive discipline. An investigation starts when a school official or contracted personnel becomes aware of the object that is not allowed by the Code. The school will make arrangements with the student's parent/guardian to pick up the object from the school, if applicable.

If a student discovers illegal objects such as drugs, weapons, or other contraband on Board property, school transportation, and/or at a school activity, the student may approach a school official or contracted personnel and report the discovery. A student may not be in violation of the Code by making such a report. School officials shall adhere to policies and procedures concerning further investigation of the report.

Law enforcement may be contacted for specific offenses, which may include, but are not limited to, firearms, drugs, and explosive devices. Objects not allowed by the Code that are discovered during a random search are not protected by the Safe Harbor provisions.

HOPE Scholarship

Section 1002.40, Florida Statutes, was established during the 2018-2019 legislative session and provides the parent/guardian of a public-school student who was subjected to an incident of bullying or violence (a complete list of incidents is found in section 1002.40(3), F.S.), an opportunity to transfer to another public school, or request a scholarship for

the student to enroll in and attend a participating private school. The law states in part, "Upon receipt of a report of an incident, the school principal, or his or her designee, shall provide a copy of the report to the parent/guardian and investigate the incident to determine if the incident must be reported as required by s. 1006.09(6). Within 24 hours after receipt of the report, the principal or his or her designee shall provide a copy of the report to the parent/guardian of the alleged offender and to the superintendent. Upon conclusion of the investigation or within 15 days after the incident was reported, whichever occurs first, the school district shall notify the parent/guardian of the program and offer the parent/guardian an opportunity to enroll his or her student in another public school that has capacity or to request and receive a scholarship to attend an eligible private school, subject to available funding." Any student who receives a HOPE Scholarship can call the Choice Information Line: 813-272-4692 to exercise their options. Please go to the FLDOE website for more detailed information. https://www.fldoe.org/schools/school-choice/k-12-scholarship-programs/hope/

Participation in Extracurricular/Co-Curricular Activities

In order to participate in extracurricular/co-curricular activities or athletic programs, students must adhere to Board policies, school-based criteria, and applicable law. A student may not be eligible to participate in extracurricular/co-curricular activities for certain disciplinary offenses **including being assigned to the Bridge Alternative Program**. It is important for students to understand that the behavioral expectations placed upon students by the school can extend beyond the classroom and school campus (i.e. social media), therefore, off-campus behavior may impact a student's participation in extracurricular/co-curricular activities to the extent such conduct causes a substantial disruption to the operation of the school and/or activity. Pursuant to Section 1006.15, Florida Statutes, the Board has the authority to withhold participation privileges from students. In addition, schools reserve the right to remove any student for any offense of the Code, which substantially disrupts the school or community.

A student may not participate in any extracurricular/co-curricular activity if the student participated in that same sport at another school during the same school year unless the student has been relocated due to foster care placement, experienced death of a parent/guardian, or been impacted by military orders or court-ordered changes in custody. A student's eligibility to participate in extracurricular/cocurricular activities may not be affected by recruiting allegations until a final determination has been reached.

INSURANCE (Student Accident)

The Madison County School District (MCSD) recommends that parents/guardians who do not have accident insurance for their child purchase school accident insurance for their children Pre-K through grade 12 in the event of an incident on any MCSD property. Please note the type of insurance is accident only, not health insurance. School insurance information is available by calling (864)423-6900 on online at: https://www.k12specialmarkets.com/PlanInformation

Dress Code

Responsibility for the dress and appearance of students enrolled in the Madison County School District primarily rests with parents and the students. Some student apparel, however, may not be appropriate to wear to school even though that same apparel may be appropriate to wear in other settings. To assist parents and students in making appropriate fashion and grooming decisions for school, the School Board has established the following **minimal** guidelines for the appearance and dress of students. (Florida Statutes 1001.43(1)(b) and 1006.07(2)(d).

The standards of appearance for students shall ensure that the students be clean, neat, and properly dressed. Students shall maintain standards of dress and personal grooming which are appropriate for the academic environment. It is the responsibility of the principal to ensure that the dress and/or appearance of any student shall not be extreme, nor to the point of creating a disturbance that is hazardous to him/herself, others, or to school property, even if the specific case is not covered by the information below. **The principal or principal's designee has the final authority for interpreting whether a student's apparel/appearance conforms to the dress code.**

RIGHTS:

Students have the right to dress comfortably in clothing that is appropriate for school, is not dangerous to health and safety, and does not create a substantial and material disruption to the school.

RESPONSIBILITIES:

1. HEAD

Caps, hats, headgear, visors, sunglasses, bandanas, or other head coverings **shall not** be worn in the building during the school day, except with administrative permission (i.e. medical necessity, religious, school related events). However, students may wear sunglasses, hats, or other sun-protective wear while **outdoors** during school hours, such as when students are at recess or in physical education classes; **however, this excludes transition between classes**. [Section 1001.43(1)(b), Florida Statutes]. All hoodies must remain off the head while **inside** the buildings

2. UPPER GARMENTS
    - Students may wear the following upper garments: shirts with or without collars, t-shirts or button-down shirts that are any color or color pattern. These shirts may have writing or logos as long as they are deemed appropriate by school site administration. (Printed profanity or language/symbols/styles that promote the use of alcohol, drugs, tobacco products, gang-related or other illegal activities are prohibited.
    - Garments must be of a length and fit that are suitable for the build and stature of the student.
    - Clothing exposing the torso or midriff, either front, back or sides, shall not be worn. The following items are prohibited: halter tops, tube tops, backless dresses/tops, spaghetti straps, tank tops, one strap/one shoulder tops, and strapless tops.
    - Garments may not be made of transparent or "see through" material. Note: If undergarments are visible the upper garment is not permitted.
    - Necklines of all upper garments must be modest. Low cut necklines are prohibited, and the cut of garments must not expose undergarments or cleavage.
    - Shirts must touch, at a minimum, the top portion of lower garments at all times.
    - Garments that are offensive, distracting or inappropriate are prohibited, including, but not limited to, those with see-through materials, skintight items, pajamas, rips/tears, printed profanity, or language/symbols/styles that promote the use of alcohol, drugs, tobacco products, gang-related or other illegal activities.
3. LOWER GARMENTS
    - Students may wear lower garments designed with tears or rips provided such tears or rips are below the Mid thigh. **If rips/tears are above the mid thigh students must wear clothing underneath so that the skin above the mid thigh is not visible**.
    - Undergarments and the buttocks **MUST** remain entirely covered even while seated.
    - Dresses, skirts, and shorts must be mid-thigh or below in length of skirts with waistband of skirts worn at waist level
    - Leggings may only be worn under a top that is no shorter than mid-thigh.
    - The waistband of pants, shorts or skirts must be worn and secured between the hips and the waist.
    - **Undergarments as outerwear, pajama pants, bathing suits, cheer shorts, bike shorts and tights are prohibited**.
4. FOOTWEAR
    - Students must wear shoes that are safe and appropriate for the learning environment.
    - Cleats, slippers, and shoes with wheels are not permitted to be worn on campus. Cleats may be worn for appropriate extracurricular sports in proper areas.
    - **Grades PK-8: All footwear must be closed toe and closed heels. Flip-flops and sandals are not allowed.** Crocs or Crock like shoes are permitted to be worn provided the sport mode strap is worn around the heels/ankles.
    - **Students in Grades 9-12 are permitted to wear appropriate slides, flip flops, sandals and Crocs.**
5. ACCESSORIES
    - Clothing, jewelry, and accessories shall not convey messages that are: crude, vulgar/profane, violent/death-oriented, gang related, sexually suggestive, promote alcohol, drugs, or tobacco.
    - Jewelry or accessories, to include body piercings that pose a safety concern for the student or others are prohibited. Dog collars, wallet chains, combs, large hair picks or chains that connect one part of the body to another are prohibited.
    - Blankets should not be brought to school unless approved by school administration.
    - Students may continue to wear a face masks. Face masks may be any color or pattern. The only writing that is permitted is the student's given name (no nicknames) and/or school logos.

Clothing, jewelry, and/or accessories (such as backpacks and/or purses) with decorations, symbols, mottos, slogans, signs, images, or designs which are offensive to good taste, the maintenance of good decorum or illegal are prohibited. Examples include, but are not limited to, anything that promotes drugs, alcohol, tobacco, gang identification, weapons, or lewd sexual behavior; symbols or writings that have racial (e.g. swastikas, rebel flags, etc.) or sexual connotation; or profane language.

NOTE: The principal or the principal's designee has the final authority for interpreting whether a student's apparel/ appearance conforms to the dress code and hinders the education/safety of all students

Possession of Alcohol, Tobacco and Drugs

The use, possession, delivery, or sale of alcohol, tobacco or other drugs including counterfeit or synthetic drugs, whether on school property or at a school function, will not be tolerated.

Tobacco

It is unlawful for anyone under the age of 21 to smoke tobacco in, on or within 1,000 feet of a public or private elementary,

middle or secondary school between the hours of 6:00 a.m. and midnight. If a student is found to have violated this provision, the parents or guardian and law enforcement will be notified and civil penalties may be imposed. Florida Statute 569.11.

All use of tobacco products and e-cigarettes in any form are prohibited in school buildings, on school property, or at any school sponsored activity by persons of any age. A student under the age of 21 who commits non-criminal tobacco violations (possessing or using tobacco in any form) and fails to comply with corresponding sanctions is subject to mandatory revocation or suspension of, or delay of eligibility for driver's license. Tobaccolike nicotine or other smoking devices are considered Contraband.

Alcohol

Students are prohibited from using, possessing, delivering, selling or being under the influence of alcoholic beverages on school property, on a school bus or school-approved transportation, or at any school-related function or activity. Violation of this rule is a Level III offense.

Drugs

"Drugs" shall include any unlawful drug, narcotic or controlled substance (including prescription medications), and any substance (including household products) represented to be such a drug, narcotic or controlled substance. Students are prohibited from using, possessing, delivering, receiving, selling, intending to sell, or being under the influence of drugs on school property, on a school bus or school-approved transportation, or at any school-related function or activity. They are likewise prohibited from possession of drug paraphernalia, which includes devices, products and things used or intended to be used for the ingestion of drugs.

Students are also prohibited from possessing, using, delivering, receiving, selling, or intending to sell any counterfeit drug which is a substance that (i) is represented to be, (ii) is represented to contain, or (iii) appears to be (looks like) a narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, stimulant, depressant, intoxicant or controlled substance of any kind, on school property, on a school bus or school approved transportation, or at any school-related function or activity. A violation of these rules is a Level IV offense and may subject a student to arrest and prosecution.

While on school property, school bus, or school-approved transportation, or at any school related function or activity, students are prohibited from planning, intending or committing any act in furtherance of the possession, use, delivery, receiving, purchase, or sale of drugs, counterfeit drugs or drug paraphernalia.

Use of Alcohol and Drugs

A student who is under the influence of alcohol or drugs on school property, on a school bus or school-approved transportation, or at any school-related function or activity shall be deemed to have used and possessed alcohol or drugs. Evidence of such use of alcohol or drugs includes but is not limited to a student's admission of use of alcohol or drugs on or off campus; witness statements; a positive Portable Breath Test result indicating use of alcohol; red and/or glassy eyes; drooping eyelids; odor of alcohol or drugs; difficulty communicating, walking or standing; difficulty with other motor skills; or other impaired faculties.

Students who violate the District's alcohol and drug policies are subject to the penalties provided for Level III or IV offenses. In addition, the principal may revoke the student's privilege of participating in non-academic school activities including, but not limited to, extracurricular activities, athletics, school trips, prom, and graduation exercise, and/or the revocation of school privileges, including, but not limited to, driving privileges.

Delivery, receipt, or sale of alcohol or drugs, or intent to deliver, receive or sell alcohol or drugs, is a more serious offense than use and possession of drugs or alcohol and shall result in a more serious penalty.

Gangs and Gang-Related Activity

The MCSD will not tolerate any gang related activity on school grounds, school sponsored events, and/or on school transportation, to include dress, tattoos, bandanas (to be used as gang identifiers), graffiti, hand signals, or verbal slang. Gang related activity may include, but is not limited to, engaging in any verbal, written, or physical act, which is associated with becoming a member of a gang, being a member of a gang, or participating in gang identified rituals or behaviors on a school campus or at a school sponsored program or activity. Violations that disrupt the educational process will lead to disciplinary action. If a student is identified or qualifies as a gang member, the student will be presented to the School Based Threat Management Team and may be subject to expulsion. If a student qualifies as a gang member, subsequent violations of the Code of Student Conduct may be raised to the next level (i.e., Level III to Level II; Level II to Level I).

It is therefore the policy of the MCSD that gangs and gang activities are prohibited in Madison County Schools according to the following:

1. Gang is defined as any ongoing organization, association, or group of three or more persons, whether formal or

informal, having as one of its primary activities the commission of criminal/violent acts, and having as one of its primary activities the commission of criminal/violent acts, and having a common name or common identifying sigh, colors or symbols, or the purposeful violation of any MCSD policy.

2. No student on or about school property or at any school activity shall:
   a) Wear, possess, use, distribute, display, or sell any clothing, jewelry, emblem, badge, symbol, sign, or other item that evidences or reflects membership in, or affiliation with, any gang.
   b) Communicate either verbally or non-verbally (gestures, handshakes, slogans, drawings, etc.) to convey membership affiliation in any gang or that promotes gang affiliation.
   c) Engage in any act that encourages or promotes interest in any gang or gang activity, including, but not limited to:
      1) Soliciting membership in, or affiliation with, any gang;
      2) Soliciting any person to pay for protection, or threatening any person, explicitly or implicitly, with violence or with any other illegal or prohibited act;
      3) Painting, writing, or otherwise inscribing gang-related graffiti, messages, symbols, or signs, on school or personal property;
      4) Soliciting any person to engage in physical violence against any other person;
      5) Engaging in the use of technology that encourages or promotes interest in any gang activity; and
      6) Engaging in the use of technology that encourages or promotes interest in any gang or gang activity.

The MCSD is working in conjunction with the Madison County Sheriff's Office, Department of Juvenile Justice, and the local police department to deter gang activity on school campuses. Any student exhibiting gang activity/characteristics as described in this section may be photographed and information will be shared with local law enforcement. A student identified as a gang member by the School Resource Officer/Deputy will be photographed and entered into the Florida Department of Law Enforcement's Gang Net. [874.03 and 874.05, Florida Statutes]

The Safe Rider Instructions

1. General Rules of Conduct
   a. A student riding on a district school bus or any form of transportation provided by the district, are subject to this policy.
   b. School transportation is a privilege, not a right. This privilege can be denied for recurring unacceptable behavior.
2. Bus Conduct
   a. All students should assume they are being videotaped while riding a bus. These tapes may be used for disciplinary purposes or referral to law enforcement.
   b. The bus driver is in charge of the bus and passengers. Passengers shall obey the driver.
   c. The school bus driver, in cooperation with the principal, may assign students seats on the bus to promote good order. An approved seating chart shall be on file in the school administrative office.
   d. Students shall properly wear seat belts in buses equipped with them.
   e. Students shall not bring on board the school bus any item which may be disruptive or interfere with the safety of students. These items include, but are not limited to:
      i. Glass containers of any kind are prohibited.
      ii. Batons, drum sticks, and tennis rackets shall be permitted on school buses only when they are in proper carrying cases.
      iii. Sharp objects, balls, bats, roller skates, skateboards, or cutting instruments of any kind, including pocket knives, shall be prohibited.
      iv. Any large or bulky item which may interfere with the proper seating of students or evacuation of the school bus. These items include but are not limited to:
         1. Large or bulky musical instruments such as tuba/sousaphone, baritone, baritone saxophone, tenor saxophone, cello, string bass, french horn, guitar, trombone, bass clarinet, bassoon, drums, or electronic keyboards;
         2. Balloons;
         3. Athletic equipment.
   f. Students shall remain seated at all times while the school bus is in motion.
   g. Students shall not be permitted to sit in the aisles or in the bus stepwell, or in any way which shall block aisles or emergency exits.
   h. No portion of a student's body shall be outside the bus windows at any time.
   i. Students shall not distract the driver with loud conversation while the bus is in motion.

j. Students shall not eat, drink, or smoke on the bus.
k. Students shall not throw any items within the bus or out of the bus windows. The custodial parent/guardian shall be liable for damage caused to other vehicles or property by their child's violation of this rule and may be subject to criminal charges.
l. Students shall not mark, deface, or cut bus seats or otherwise cause damage to the bus. The custodial parent/guardian shall be held liable for any vandalism attributed by their child and shall be required to make restitution.
m. Students shall not display signs from the bus.
n. No obscene language or gestures by students shall be tolerated on the bus.
o. Students shall give their proper name to the school bus driver when requested.
p. Students shall ride only their assigned bus and shall not board or depart the bus at any stop other than their regularly assigned stop. Emergency changes must be approved, in writing, by the school principal/designee.
q. Any student who commits the following safety violations while riding a bus will receive a ten (10) day suspension from the bus for the first violation and will lose transportation privileges for the remainder of the school year for the second violation:
    i. Opening a school bus emergency exit door while the bus is in motion;
    ii. Opening a school bus emergency door and exiting the bus when the bus is stopped unless directed by the school bus driver in an emergency or during an emergency evacuation drill.

3. Bus Stops
    a. Students shall stand off the roadway while awaiting the bus.
    b. Parents shall be responsible for their child's behavior prior to the arrival of the bus and after departure of the bus.
    c. Students must be at the bus stop five (5) minutes before the scheduled arrival time.
    d. Students shall cross the roadway always in front of the bus.
    e. No obscene language or gestures by students shall be tolerated at the bus stop.
    f. Disciplinary actions for infractions which occur at a bus stop as listed in the Student Code of Conduct.
    g. The mere fact that a student can be disciplined at a bus stop does not give rise to liability by the district nor is it intended that the district is to be responsible to supervise at a bus stop.
4. Suspension from Transportation.
    a. The safety and welfare of transported students is the concern of every bus driver and school administrator.
    b. Suspension from district transportation does not negate the student's obligation to attend school. It is the responsibility of the custodial parent/ guardian to provide transportation during a suspension from district transportation.
    c. Minor Infractions.
        i. School bus drivers shall make reasonable efforts to deal with minor infractions of the rules of student conduct.
        ii. In cases of repeated minor misconduct incidents, the student shall be reported to the principal/designee.
        iii. School bus drivers shall complete or assist in completing a report form which shall be submitted to the principal/designee.
        iv. The principal/designee shall determine appropriate disciplinary measures for the student's actions based upon the driver's report and any other input deemed necessary from other persons or the student involved.
        v. The custodial parent/guardian of a student whose district transportation conduct has been deemed unsatisfactory shall be notified of the disciplinary action to be taken against the student.
        vi. Disciplinary measures include but are not limited to:
            1. Warning/Assigned Seats/Probation.
                A. Students and the custodial parent/guardian shall be advised that the student's misbehavior is a serious matter and will not be tolerated.
                B. They shall also be advised that further occurrences of misconduct may result in suspension of the student's bus riding privileges.
                C. In school discipline may be considered
                D. Alternative discipline actions may also be considered.
            2. Suspension from the Bus.
                A. The principal/designee may elect to suspend the student's transportation privileges, when prior warnings or alternative discipline have failed to result in an improvement in the student's behavior, or when they feel the circumstances warrant it.

B. The principal/designee may suspend transportation privileges for up to a maximum of ten (10) days at a time.

d. Major, Violent, Blatantly Unsafe Behavior
   i. Pursuant to § 232.28, Fla. Stat.: \"School bus drivers shall not be required to operate a bus under conditions in which one or more students pose a clear and present danger to the safety of the driver or other students, or the safety of the bus while in operation ... In the case of a student having engaged in violent or blatantly unsafe actions while riding the bus, the school district shall take corrective measures to ensure, to the extent feasible, that such actions are not repeated prior to reassigning the student to the bus.\"
   ii. Students who have engaged in violent or blatantly unsafe actions while riding district transportation may be suspended up to ten (10) days from district transportation or until a parent conference has been conducted.
   iii. Depending on the nature of the student's misconduct and the outcome of the parent conference, the principal/designee may elect to reinstate the student's transportation privileges with conditions designated to ensure proper conduct is observed.

e. Appeal of Disciplinary Action
   i. The custodial parent/guardian may appeal a bus suspension or other disciplinary action arising from misconduct on a school bus by contacting their child's school principal.
   ii. The custodial parent/guardian appealing a disciplinary action must participate in a conference with the principal/designee, and a representative from the transportation department, prior to disposition of the appeal request.
   iii. Students may be permitted to ride district transportation pending the outcome of a transportation suspension appeal provided there is no recurring misconduct.
   iv. A student transferring from one school to another within the district will be held accountable for accumulated bus incident reports from the previous school.
   v. It is noticed that any violation of any board transportation policy, may be grounds for disciplinary action by the district and may also result in criminal penalties being imposed.

5. IDEA & Section 504
   a. The Madison County School Board recognizes that the student transportation policy must be construed to be consistent with the Individuals with Disability Education Act (\"IDEA\") and Section 504 of the Rehabilitation Act (\"Section 504\").
   b. Students eligible for services under the IDEA or Section 504 will be disciplined in accordance with these Acts and are governed by those School Board policies which specify that they apply to students covered under IDEA and 504.

Recording devices have been installed on buses. Students may be filmed at any time during their ride. The recordings may be utilized to determine violations of the Code. Violations of the aforementioned standards, or any other section of the Code, may be the basis for suspension or expulsion from the bus/school.

Possession of Firearms, Weapons, and/or Destructive Devices on Board Property

Possession of a firearm, weapon, and/or destructive device ("weapons") as defined in Chapter 790, Florida Statutes, by any student while the student is on Board property, school transportation, and/or at a school activity, is grounds for disciplinary action and may also result in criminal prosecution. This includes, but is not limited to, possessing or carrying a weapon on his/her person, in a vehicle, container, or other conveyance. Any student who is determined to have brought or possessed a weapon on Board property, on school transportation, and/or to a school activity, will be expelled, with or without continuing educational services, from the student's regular school for a period of not less than one (1) full year and referred to mental health services identified by MCSD pursuant to Section 1012.584(4), Florida Statutes, and also referred to the criminal justice or juvenile justice system. Additional information regarding this section can be found in Board Policy, Firearms, Weapons and Destructive Devices.

Simulated Weapons

Toy pistols, more than two inches in length, water guns, or facsimile guns are prohibited from school property, transportation and activities. However, pursuant to Florida Statute 1006.07(2)(g), a student may not receive disciplinary action for simulating a firearm or weapon while playing, or for wearing clothing or accessories that depict a firearm or weapon, or expressing an opinion regarding Second Amendment Rights, unless the simulation causes a substantial disruption to learning, causes bodily harm, or places another person in fear of harm as outlined below. Simulating a firearm or weapon while playing includes, but is not limited to:

- Brandishing a partially consumed pastry or other food item to simulate a firearm or weapon.
- Possessing a toy firearm or weapon that is two (2) inches or less in overall length.

- Possessing a toy firearm or weapon made of plastic snap-together building blocks. Using a finger or hand to simulate a firearm or weapon.
- Vocalizing an imaginary firearm or weapon.
- Drawing a picture, or possessing an image, of a firearm or weapon.
- Using a pencil, pen, or other writing or drawing utensil to simulate a firearm or weapon.

However, a student may receive disciplinary action if simulating a firearm or weapon while playing, if the playing substantially disrupts student learning, causes bodily harm to another person, or places another person in reasonable fear of bodily harm. The severity of consequences imposed upon a student, including referral to the criminal justice or juvenile justice system, must be proportionate to the severity of the offense and consistent with Board policies for similar offenses. If a student is disciplined for such conduct, the school principal or designee must call the student's parent/guardian. Disciplinary action resulting from a student's clothing or accessories that depict firearms or weapons shall be determined pursuant to the MCSD Dress Code, unless the wearing of the clothing or accessories causes a substantial disruption to student learning, in which case the infraction may be addressed in a manner that is consistent with Board policies for similar offenses.

Violence Against School Employees

Any aggression or physical violence against an employee is unacceptable and will not be tolerated. Violence against any MCSD employee, contracted personnel, or volunteer, by a student is grounds for in-school detention, out-of-school suspension, expulsion, or any other disciplinary action by the school and may also result in criminal penalties.

In addition, any student found to have committed any offense in Section 784.081, Florida Statutes, shall be expelled or placed in an alternative school setting or other program, as appropriate. The offenses listed within Section 784.081, Florida Statutes, include, assault or aggravated assault, or a battery or aggravated battery, upon any school district employee when the person committing the offense knows or has reason to know the identity or position or employment of the victim. Upon being charged with the offense, the student shall be removed from the classroom immediately and placed in an alternative school setting pending disposition.

VIOLENT OR DISRUPTIVE BEHAVIOR

The MCSD is committed to providing an environment supported by educators for improving school safety and increasing access to mental health supports for children and youth. The district will not tolerate violent and disruptive behavior which interferes with the orderly environment and the academic process of the school. Violations may lead to the removal of a student by placing the student in In School Suspension, Out of School Suspension, Expulsion or Alternative Placement. Student will also be referral to mental health services.

Threats or False Reports

Any student who makes a threat or false report as defined by Sections 790.162, 790.163, and 836.10, Florida Statutes, involving school or school personnel's property, school transportation, or a school-sponsored activity may be expelled, with or without continuing educational services, for a period of not less than one (1) full school year and referred to law enforcement, regardless of intent. Threats may include but are not limited to: bomb threats; threats to use firearms in a violent manner; threats to kill or do bodily injury; and/or threats to conduct a mass shooting or an act of terrorism. **This includes making false report through reporting aps such as FortifyFL.**

The Disciplinary Response Code for Secondary and Elementary provides additional definitions for threats. Threats can be direct or indirect, verbal or nonverbal. A direct threat may include a specific act or a specific victim. A direct threat is delivered in a straightforward and clear manner, such as making a threat verbally or in writing directly to the victim. Indirect threats may be unclear or hidden. Indirect threats may not state a specific victim or there is no intent that the threat be heard or seen by the victim, such as writing a threat that is not shown to the victim.

In addition, if a student makes a statement or posts statements on social media alluding to the student bringing a firearm or other weapon on Board property, on school transportation, or to a school activity, even if the student does not actually bring the firearm or weapon, the student will be presumed to cause a disruptive environment which will lead to disciplinary action and possible criminal penalties. This section includes students who post similar statements as a self-defense tactic.

FortifyFL

FortifyFL is an anonymous suspicious activity reporting tool that allows you to instantly relay information to appropriate law enforcement agencies and school officials. It is available on the MCSD student portal and may be downloaded to any portable device through the FLDOE website.

The included materials will familiarize parents and students on how to download and access this anonymous reporting app, and how to make a tip. The FortifyFL link can also be found on all MCSD District devices, our MCSD home page an

on posters and circulars at each school site. The FortifyFL app is for reporting school-based threats.

MCSD takes all reports of threats at or on our school sites very seriously. Making false threats on the FortifyFL platform will result in severe consequences up to and including arrest, restitution and expulsion. Parents should discuss this issue with their student and make themselves familiar with the FortifyFL materials posted below. These materials explain the function of the anonymous reporting app. False threats, even if intended as a joke, can result in life-altering consequences and are in violation of Florida State Statute 836.10.

Zero Tolerance for School-Related Violent Crime

In accordance with Section 1006.13, Florida Statutes, the intent of MCSD is to promote a safe and supportive learning environment in schools, to protect students and staff from conduct that poses a threat to school safety. The Zero Tolerance Policy is not intended to be rigorously applied to petty acts of misconduct. The Zero Tolerance Policy must apply equally to all students regardless of their economic status, race, or disability. Zero Tolerance policies must require students found to have committed one of the following offenses to be expelled, with or without continuing education 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, Florida Statutes, to school, to any school function, or onto any school -sponsored transportation or possessing a firearm at school, b) making a threat or false report, as defined by Sections 790.162, 790.163, Florida Statutes, involving school or school personnel's property, school transportation, or a school-sponsored activity. Refer to the Code of Student Conduct, for further information.

Fighting and Self-Defense

Fighting is prohibited on all Board property, school transportation, and/or at school activities. Fighting is defined by the Florida Department of Education as two or more people mutually participating in the use of force or physical violence that requires either physical intervention or results in injury requiring first aid or medical attention. If the fight causes a major disruption on campus, it may be a Level IV offense.

If a student is unable to leave the area of a pending attack, a student may use self-defense. Self-defense is an action taken that is necessary to protect oneself or others from serious bodily harm. Self-defense may include asking an adult for help, restraining or blocking the attacker, shielding oneself or others from being hit, or pushing to get away from the attacker. However, retaliating by striking or hitting (i.e. punching, slapping, kicking) a person back, or choosing not to leave after you are able to get away, may be considered as fighting. Pursuant to Section 1006.13, Florida Statutes "in a disciplinary action, there is a rebuttable presumption that the actions of a student who intervened, using only the amount of force necessary, to stop a violent act against a student, staff, or volunteer were necessary to restore or maintain the safety of others."

Cell Phone Policy for Students

Students are permitted to possess cellular phones and other wireless communication devices on school grounds, school buses, and at school-sponsored events. However, all devices must remain powered off and securely stored in a student's backpack, purse, locker, or vehicle during the school day.

In **high schools**, use of these devices during school hours is strictly prohibited unless explicitly authorized by school administration. Students may only use their WCDs during their assigned lunch period. The use of wireless communication devices during instructional time is not allowed unless expressly approved by a teacher for educational purposes.

In accordance with House Bill 1105, the use of wireless communication devices by **elementary and middle school** students is strictly prohibited during the school day. Failure to comply with these guidelines may result in the confiscation of the device. Repeated violations will be treated as defiance of school rules and may lead to disciplinary consequences. **The MCSD explicitly define smartwatches and smart glasses—along alongside cell phones, earbuds, and tablets—as prohibited wireless communication devices**. Because modern smartwatches and smart glasses can send text messages, access social media, browse the internet, and take photos, they are treated with the exact same level of restriction as a smartphone.

Earbuds shall not be used during the school day without administrative approval. As a safety precaution only one earbud shall be utilized when not under direct supervision of the teacher. Failure to comply may result in the item being confiscated.

Any disruptive, harassing or other inappropriate use of a cell phone or wireless communications device in violation of this policy or school rules, shall be cause for disciplinary action, including confiscation of the device as Contraband and, in the event of repeated or serious misuse, loss of the privilege to possess such a device on school property or while attending a school function. Inappropriate use includes, but is not limited to: (1) texting, phoning or web browsing during prohibited times; (2) taping conversations, music or other audio at any time; (3) taking photographs or video at any time except as permitted by the Acceptable Use Policy; (4) "sexting;" and (5) any activity that could in any manner infringe upon the rights of other individuals, including but not limited to students, teachers and other staff members.

When there is reasonable suspicion that a student has used a cell phone or wireless communication device in violation of the Code of Conduct or other school rules, or for an unlawful purpose, the school administration may search the phone's call log, voice messages, text messages, photographs and any other applications in furtherance of its investigation of the suspected violation.

Grades Pre-K through 8

Students in grades PK through 8 are not allowed to use cell phones or WCD at all during the school day (Florida HB 1105). Students are encouraged to leave their Cell Phones or WCDs at home. Students who bring Cell Phones or WCDs to school must ensure that they remain off and completely out of view for the entire school day. This includes headphones and earpieces. Classroom teachers may also provide, and student may utilize, a cell phone storage area in their classroom.

Grades 9 through 12

Students in grades 9 through 12 are encouraged to leave their Cell Phones or WCDs at home. Students who bring Cell Phones or WCDs to school must ensure that they remain on silent mode and completely out of view for the entire school day **except** for the student's lunch period, or as expressly authorized by the classroom teacher for a specific instructional activity. This includes headphones and earpieces. Classroom teachers may also provide, and student may utilize, a cell phone storage area in their classroom.

At no time shall MCSD be responsible for theft, loss or damage to cell phones or other electronic devices brought onto its property. These standards apply to all students in the public schools of Madison County

Safety in Private Spaces Act

Pursuant to Section 553.865(9)(a), Florida Statutes, each educational institution shall, within its code of student conduct, establish disciplinary procedures for any student who willfully enters, for a purpose other than those listed below: a restroom or changing facility designated for the opposite sex on the premises of the educational institution and refuses to depart when asked to do so by any instructional personnel as described in s. 1012.01(2), 212 administrative personnel as described in s. 1012.01(3), or a 213 safe-school officer as described in s. 1006.12(1)-(4).

For purposes of this section, pursuant to Section 553.865(6), Florida Statutes "a person may only enter a restroom or changing facility designated for the opposite sex under the following circumstances:

(a) To accompany a person of the opposite sex for the purpose of assisting or chaperoning a child under the age of 12, an elderly person as defined in s. 825.101, or a person with a disability as defined in s. 760.22 or a developmental disability as defined in s. 393.063;

(b) For law enforcement or governmental regulatory purposes;

(c) For the purpose of rendering emergency medical assistance or to intervene in any other emergency situation where the health or safety of another person is at risk;

(d) For custodial, maintenance, or inspection purposes, provided that the restroom or changing facility is not in use; or

(e) If the appropriate designated restroom or changing facility is out of order or under repair and the restroom or changing facility designated for the opposite sex contains no person of the opposite sex."

Violations of the policy will result in disciplinary action pursuant to the Code.

Hate Speech

Pursuant to Board Policy, Equal Educational Opportunity, all students attending school in MCSD "shall be treated according to a unitary code which applies equally regardless of race, color, religion, age, sex, national origin, marital status, disability, sexual orientation, genetic information, gender identity or expression, language spoken, homelessness, or any other reason prohibited by law." The use of hate speech will not be tolerated, and violations will be subject to this Code.

Sexting

In accordance with Board Policy, Code of Student Conduct, and Section 847.0141, Florida Statutes, sexting is defined as using any computer or electronic device to send, forward, display, retain, store or post sexually explicit, lewd, indecent or pornographic photographs, images or messages. Sexting will not be tolerated. Participation in sexting:

- During school hours or school activities on or off campus;
- While on Board property or school transportation; or
- Beyond the hours of school operation if the behavior adversely affects the personal safety or well-being of school-related individuals, the governance, climate or efficient operation of the school, or the education process or experience; shall be just cause for disciplinary action pursuant to this Code.

Student Parking and School Locker Search

All MCSD parking areas and lockers are the property of the school district. School authorities have the right to inspect any student vehicle and/or lockers in order to protect the health, safety, and welfare of all students and school employees.

This includes the use of K-9 detection dogs. Individual student parked vehicles and/or locker searches will be conducted if school personnel have reasonable suspicion of a violation of the law or of the Code. A student is responsible for all objects found in the car the student drove on campus and/or found in the student's locker. Routine locker clean-ups are not considered searches.

Search of an Individual

Any individual on Board property, on school transportation, and/or at a school activity, is subject to search. To this end, MCSD recognizes the need to respect the rights of individuals while protecting the health, safety, and welfare of all students and school employees. MCSD has developed operational guidelines for random electronic scanning utilizing metal detectors and "hands-on" physical searches in schools as a means of helping to create and to maintain a safe educational environment in Madison County. Schools may have their classrooms randomly selected to be searched, which may include a search of the student's person and/or belongings.

As it relates to student discipline investigations, school personnel are authorized to search a student and their property if reasonable suspicion of a violation of the law or Code exists Bullying and Harassment

Students and employees should be provided a safe and secure learning and work environment, free from bullying, harassment, and cyber-bullying of any kind. The complete text of the School Board's bullying and harassment policy is set forth in School Board Rule 5517.01. Bullying and harassment are Level III violations of the Code of Conduct and are major infractions. Bullying or harassment will not be tolerated and disciplinary action will be taken. In addition to school consequences, criminal charges may be filed. This policy shall be interpreted and applied consistently with all applicable state and federal laws. Conduct that constitutes bullying or harassment, as defined herein, is prohibited in all educational environments.

Hazing

Hazing will not be tolerated and disciplinary action will be taken when hazing occurs in connection with athletics, clubs, extracurricular activities or any other educational environment. The complete text of the School Board's Hazing Policy is set forth in School Board Rule 5517.01. This policy shall be interpreted and applied consistently with all applicable state and federal laws. Hazing is a Level III violation of the Student Code of Conduct and is a major infraction.

Teen Dating Violence and Abuse

Dating violence is defined as violence committed by a person who has been in a social relationship of a romantic or intimate nature with the victim. Dating violence and/or abuse by any student is prohibited on school property, on school transportation, and/or during any school activity, and will be subject to disciplinary action and may result in criminal penalties.

Anyone who suspects dating violence and/or abuse is occurring is strongly encouraged to report the dating violence and/or abuse to the school administration for further investigation. The reporter may choose to remain anonymous. Any allegations of dating violence will be investigated in accordance with Board Policy, Equal Educational Opportunities.

Tobacco/Vaping

Board Policy, Tobacco Free Schools and Facilities, prohibits the use of all tobacco products, tobacco-related products, and electronic smoking devices on Board property, school transportation, and/or at school activities at all times. Students are prohibited from possessing, using, consuming, displaying, promoting, or selling/buying any tobacco product, tobacco-related product, electronic smoking device, or any item represented as such, at any time while on Board property, on school transportation, and/or at a school activity. This prohibition includes wearing clothing or using other items to advertise or promote tobacco products or electronic smoking devices.

Expulsion

Section 1003.01, Florida Statutes defines "expulsion" as the removal of the right and obligation of a student to attend a public school under conditions set by MCSD, and for a period of time not to exceed the remainder of the term or school year and one (1) additional year of attendance.

The principal's recommendation of expulsion shall include a detailed report explaining the basis for the recommendation and alternative measures to expulsion considered by the principal before making the recommendation.

The school principal may recommend to the District's Discipline Committee the expulsion of any student who has committed a serious breach of conduct, including any Level IV or other offense that is subject to expulsion under this Code or Florida law.

The District Discipline Committee shall review the recommendation for expulsion and either accept, reject or modify

the principal's recommendation. The Committee's decision shall be communicated in writing to the Superintendent and the student's parents or guardian.

The Superintendent shall consider the Committee's recommendation and may adopt, modify or reject it. If the Superintendent recommends expulsion, the recommendation shall be forwarded to the School Board for final action.

The student or parent or guardian shall have the right to an expulsion hearing before the School Board. The hearing shall be conducted in accordance with the requirements and safeguards of School Board Rule 5610.

MCSD will uphold the expulsion of any student attempting to enroll into the district, that has already been expelled from their previous school or district.

All Level IV Offenses may result in an expulsion pursuant to Section 1003.01 Florida Statutes, which may be up to "a period of time not to exceed the remainder of the term or school year and 1 additional year of attendance." Some level IV offenses require a mandatory expulsion as outlined in Florida Statutes and this Code. Florida law **requires mandatory expulsion** for the following offenses:

- Bringing or using a firearm or weapon
- Making threats to the school
- Making false reports (such as a fake bomb threat)

Please note, the term "expulsion" is interchangeable with "full exclusion" and "expelled."

Alternative Placement In Lieu of Expulsion

The Bridge Program is an alternative/disciplinary program placement for middle and high school students. Students are eligible for the program under any of the following criteria:

- Student has a history of disruptive behavior in school; student has been referred to the office for major (Level I or II) disciplinary reasons for which you have received at least two out-of-school suspensions. Student discipline record for the most recent three (3) semesters will be considered for purposes of eligibility. Student's record in other school districts may be considered.
- Student has committed an offense which would warrant expulsion from school according to the *Code of Student Conduct*.
- Student is entering the district from a school in which he/she was previously enrolled in an Alternative School/ Program
- Student is returning from detention or a court-adjudicated Commitment program and has been evaluated by District personnel; student will not be automatically assigned to the Bridge Program.

The following procedure shall be used:

1. If it is determined by the principal/designee that the appropriate discipline is Alternative Placement in lieu of Expulsion, the principal will make the recommendation to the Superintendent/designee before contacting the parents to discuss the terms of the stipulated agreement that parties may enter into. All stipulated agreements must obtain approval by the Superintendent.
2. Recommendation: The principal makes a recommendation for reassignment to the Bridge Program based on student's disciplinary history or extenuating circumstances, rather than pursue expulsion. Student's parent/guardian will receive a written notice and the reasons for the recommendation.
   a. If the parents agree, the student will remain enrolled in their Zoned School while attending the Bridge Program.
3. Review of Records/Notice of Reassignment. District personnel will review all or the student's pertinent records. Student will have an opportunity to meet with District personnel to answer the charges. If the student is determined to be eligible for the program, he/she will be reassigned, effective on a specified date, and student's parent/guardian will be notified in writing of the reassignment.
4. Request for Hearing. The student's parent/guardian may request a hearing, within ten (10 calendar days from receipt of the notice of reassignment, before the Board-designated hearing agent. Student may be assigned to and required to attend the Bridge Program before a hearing.
5. Term of Assignment: Assignment to the Bridge Program will normally be effective for at least one full semester. Transfers from the program, back to a regular school, will normally occur only at the end of a semester or the end of the extended school year.
6. While assigned to Bridge/Alternative Hours: Students may not participate in extracurricular activities or programs at any district school. Students are not allowed on any campus other that the Bridge. This includes end of the year activities and programs. This also includes students assigned to alternative education but withdrew to home school (Virtual.)
7. Return to Zoned School: When the student has demonstrated acceptable behavior, attendance, and academic

progress while attending the Bridge Program, the Bridge principal will notify the receiving school of such. As a condition of returning to the receiving school, student will be required to enter into a behavioral contract with such terms as established by the principal of the receiving school. If the student has a disability, the principal will follow the discipline procedures for students with disabilities.

8. Bridge/Alternative Hours students, if a student is qualified to graduate, he/she may participate in graduation ceremonies and activities if approved by the Madison County High School and Bridge Alternative Program Principal or upon approval by the Superintendent.

Students that are unsuccessful while attending The Bridge or have previously been assigned to the Bridge Alternative Program at least once may be assigned to the district's Alternative Hours Education Program with services offered by The Bridge or the student may be expelled from the district.

Out-of-School Suspension

Section 1003.01, Florida Statutes, defines "suspension" as the temporary removal of a student from all classes of instruction on public school grounds and all other school-sponsored activities, except as authorized by the principal or the principal's designee, for a period not to exceed ten (10) school days and remanding of the student to the custody of the student's parent/guardian with specific homework assignments for the student to complete. **MCSD will uphold the suspension of any student attempting to enroll into the district that has already been suspended from their previous school.**

The Code has certain offenses that could result in out-of-school suspension. If a student receives out-of-school suspension, **they are prohibited from attending school, riding any district transportation or may not participate in or attend any school-sponsored activity, or athletic program/event. Absence due to an out-of-school suspension shall be considered an excused absence. A student may make up any work missed and can receive a passing grade of no more than 70-%. Assignments will be provided upon parent/guardian request**

In School Suspension

Section 1003.01, Florida Statutes defines "in-school suspension" as the temporary removal of a student from the student's regular school program and placement in an alternative program under the supervision of MCSD personnel, for a period not to exceed ten (10) days.

In School Suspension (ISS) is a short-term, on-site intervention classroom initiative designed to address the unique needs of students who have committed a school level behavioral offense. The classroom components help students develop more effective coping skills, character development principles, pro-social behaviors, while remaining on track with academics in the classroom. Restorative Practices are included in ISS and used in congruence with the classroom components. ISS is designed as an enhancement to the Code. Only administrators with official referral documentation may place a student in ISS. These placements are on a period-by-period basis or for a number of days not to exceed ten (10) days for any single placement. The goal of this program is to allow schools and administrators to effectively deal with Code violations that do not require a student be removed from the school setting.

Detention

Detention is permitted during school hours or outside of normal school hours if the principal or designee believes the detention is in the best educational interest of the student. Written notice shall be provided to the parent/guardian twenty-four (24) hours before the start of the detention.

If a student is assigned to detention before or after school, during the school week, then the detention shall be for no longer than one (1) hour and shall not exceed five (5) school days in a row, unless the principal or designee and parent/guardian agree otherwise.

If the student rides the school bus, prior arrangements shall be made by the principal/designee to ensure the student has transportation. If a student is assigned detention on a non-school day, then the detention shall be for no longer than four (4) hours, unless the principal or designee and parent/guardian agree otherwise. Prior arrangements shall be made by the principal/designee to ensure the student has transportation before detention can be assigned on a non-school day.

DUE PROCESSES

In order to protect student rights, certain procedures are followed with regard to major disciplinary actions. These procedures are developed as suggested or required by law or regulation.

Student Grievance Procedures

The MCSD will promptly investigate alleged incidents of harassment or discrimination, and appropriate, corrective action will be taken. Any student who alleges harassment or discrimination by another student or MCSD employee shall report the harassment to the building principal, assistant principal(s), guidance counselor(s), or teachers. Filing of a complaint or otherwise reporting harassment in good faith will not affect the student's status, extracurricular activities, grade, or any

other assignments. However, willfully reporting a false claim of harassment or discrimination in bad faith is illegal and will subject the reporter of the false claim to disciplinary action.

The harassment or discrimination complaint shall be in writing, state the act or acts, state the date(s), state the names of witnesses, and shall be signed by the complainant. The right to confidentiality, both of the complainant and of the alleged harasser, will be respected, consistent with the School Board's legal obligations and with the necessity to investigate allegations of misconduct and to take corrective action when the conduct has occurred. Retaliation against any student for alleging harassment or discrimination is strictly forbidden.

Procedures for Out-of-School Suspension

Suspension, also referred to as out-of-school suspension, is the temporary removal of a student from all classes of instruction on public school grounds and all other school-sponsored activities, except as authorized by the principal, for a prescribed period of time not to exceed ten (10) school days at any one time. Referral to an alternative school is not a suspension, but rather a school assignment.

When a student is accused of misconduct that would warrant suspension under the Code of Conduct, the following procedures shall apply. Before suspension is imposed, students shall be given notice of the provisions of the Code of Conduct they are accused of violating and the factual basis for the charges. Students shall have an opportunity to present their version of the incident before suspension is imposed.

The principal is authorized to immediately suspend a student if the student has physically assaulted another individual, engaged in behavior posing an immediate danger to students or staff, substantially disrupted the orderly operation of the school, or otherwise committed any offense which the School Board has determined constitutes a serious breach of conduct, including any Level III or IV offense. However, in these cases, the student shall still be given oral notice of the allegations and an opportunity to explain or defend the conduct. In these cases where immediate suspension is not authorized in accordance with this paragraph, the principal or designee should make a good faith effort to seek parental assistance before suspension.

In a timely manner following the imposition of suspension, the principal or designee shall make a good faith effort to inform the student's parent or guardian by telephone of the suspension and the reason such action was taken in a timely manner. The suspension and the reason for the suspension shall be communicated in writing to the parent or guardian within twenty-four (24) hours by United States mail or hand delivery. In case of high school students, written notice of suspension may be hand delivered in the care of the student.

Same as for suspension decisions.

ESE: Suspensions and Expulsions

Students with disabilities identified as exceptional education students may be suspended in accordance with MCSD policy for a total of ten days. In case of serious breach of conduct involving the health, safety, and welfare of students and MCSD employees, appropriate alternatives for allowing the student to continue receiving educational programs and services during the suspension may include, but are not limited to, a reduced day program, transfer to a more restrictive placement for a designated period of time, attendance for special class(es) only, modified school day (i.e., student may come to the school campus at the end of the school day for the instructional program), home instruction, and other options.

Any recommendations for the expulsion of any exceptional education student with a disability shall be made in accordance with the rules promulgated by the State Board of Education and Federal Regulations outlined in IDEA. The expulsion of an exceptional education student shall not result in a complete cessation of educational services; the District is responsible for providing the student's education during the expulsion in accordance with a revised individual education plan (IEP). The principal/designee is responsible for taking appropriate action consistent with School Board policy and the Procedural Safeguards for Parents of Students with Disabilities. The following procedures shall be followed for the expulsion of exceptional education students.

Step 1 – The principal shall be responsible for convening a manifestation committee. The committee shall include, but not be limited to, the Director of Student Services/designee, the school psychologist, the guidance counselor, ESE school specialists, the involved ESE teacher, and the principal/administrative designee. Proper parent/guardian notification/invitation procedures must be followed.

Step 2 – The committee shall review the student's IEP and shall determine whether the student's behavior bears a relationship to the student's exceptionality. This decision will be taken into consideration when reviewing all evidence and making recommendations. If the committee determines the student's behavior is in relation to the exceptionality, the team may modify the student's IEP in accordance with current needs, and expulsion will not be applied (cessation of educational services is not an option for a student with a disability). Procedures in State Board of Education Rules

shall apply when a student's conduct does not bear a relationship to the exceptionality.

Step 3 – The decision of the committee shall be documented. The student's IEP may be revised to reflect a modification of the current special program or an alternative placement, or an indication that the exceptionality is not a precipitating factor and the student is expected to behave in accordance with the rules established in the Code of Student Conduct.

Step 4 – Any change from the student's school placement to an alternative education setting must be reviewed within 45 days. The principal/designee of student's home school must attend the meeting to review the interim alternative education placement prior to extending the alternative setting or returning the student to their home school.

Step 5 – The principal/designee is responsible for taking appropriate action consistent with School Board policy and the Procedural Safeguards for Parents of Students with Disabilities.

Court Orders and Felony Suspension/Expulsion MCSB Policy 5500

If a student is formally charged by a prosecuting attorney for a felony offense, or a delinquent act that would be a felony if committed by an adult, for an incident which allegedly occurred on property other than Board property, a felony suspension proceeding may be initiated against the student as permitted by Section 1006.09, Florida Statutes. Additional information can be found in Section VI of the Code. If a court determines that the student did commit a felony or delinquency act which would have been a felony if committed by an adult, MCSD may expel the student, provided that expulsion does not affect the delivery of educational services to the student in any residential, nonresidential, alternative, daytime, or evening program outside of the regular school setting as permitted by Section 1006.09, Florida Statutes. Additional information can be found in Section VI of the Code.

In addition, if a student has a no-contact order with other children or students, the student may be removed from their current school of enrollment and placed in another MCSD school or program. Additional information regarding no-contact orders and felony offenses can be found in Section 1006.13, Florida Statutes, and Board Policy, Code of Student Conduct.

Off Campus Conduct

Off campus conduct and conduct outside of school time that violates the district's Code of Student Conduct may be the basis for discipline up to expulsion if it is accomplished through electronic means and substantially disrupts the educational process or orderly operation of a school. Off campus conduct that poses a threat or danger to the safety of other students, staff, School Board members, any other members of the District Community, or school property may also constitute behavior that has a substantial adverse impact on the educational environment requiring disciplinary action.

Consultation with Law Enforcement

Section 1006.13, Florida Statutes, and Board Policy, Code of Student Conduct requires MCSD employees to consult with the school resource officer (SRO), or law enforcement officer if the SRO is not available, for any act that poses a threat to school safety that occurs whenever or wherever students are in the jurisdiction of the district school board. MCSD employees are not required to consult with law enforcement when a student commits a petty act of misconduct that is not a threat to school safety. A **School Based Threat Management Team** may use alternatives to expulsion or referral to law enforcement agencies to address disruptive behavior through restitution, civil citation, teen court, neighborhood restorative justice, or similar programs. The final determination of whether the SRO or law enforcement officer will issue a civil citation or pre-arrest diversion program rests solely with the SRO or law enforcement officer and does not exempt the student from receiving other forms of discipline interventions from the school. This recommendation cannot be made for certain offenses, which includes, but is not limited to, the following: felonies; threats to the school; and possession/use of a firearm or weapon.

Canine Inspections and Metal Detectors

In order to assist in the maintenance of drug and alcohol-free schools, school officials may enlist the assistance of law enforcement, including canine units. Canine inspections will be conducted in compliance with applicable law. Reasonable suspicion is not required for random canine inspections conducted in school classrooms, hallways, parking lots, and elsewhere on school premises.

Schools may utilize metal detectors in the interest of security and student safety.

The Juvenile Civil Citation Program

As authorized by Florida State Statute 985.12, Juvenile Civil Citation is an alternative to arresting youth who commit misdemeanor acts and ensures that these juveniles are expeditiously held accountable, supervised and receive appropriate intervention services. Law enforcement officials can issue a civil citation to a youth charged with a misdemeanor offense, in lieu of an arrest.

The purpose of Juvenile Civil Citation process is to:

- Ensure that the youth's misdemeanor offense is appropriately addressed without creating a criminal record
- Reduce juvenile delinquency

- Provide taxpayer savings

To qualify for the Civil Citation program:

- You must have committed a misdemeanor offense.
- You must be 17 years of age or under.
- You have no previous criminal history.
- All cases are approved by the State Attorney

Petty Acts of Misconduct

Board Policy, Code of Student Conduct, defines petty acts of misconduct as acts that do not pose a threat to school safety and do not require consultation with law enforcement. The principal or designee may assign a student who commits a single petty act of misconduct to a school-based intervention program as permitted in this Code.

Dual Enrollment/Postsecondary Notification

Students who participate in a dual-enrollment program are subject to both this Code and the participating postsecondary institution's Code of Student Conduct. Any disciplinary offenses that occur on MCSD campus may be reported to the participating postsecondary school where the student is dually enrolled and may result in the student being excused from the program. In addition, any disciplinary offenses that occur on the postsecondary institution's campus may be reported to MCSD for further investigation. Students who commit a verified Level IV offense pursuant to this Code may be unable to complete their dual enrollment program.

Failure to Attend Classes

If a student arrives at school and then leaves campus, has temporary absences from classes, or fails to attend specific classes, the school can take disciplinary action for skipping.

School Environment Safety Incident Report (SESIR)

Florida Administrative Code Rule 6A-1.0017 requires school districts to correctly code data used to report incidents that are against the law or represent serious breaches of the Code of Student Conduct. This includes those incidents considered severe enough to require the involvement of a School Resource Officer "SRO" or incidents to be "Reported to Law Enforcement." Those incidents that are required to be reported to SESIR and/or Law Enforcement are identified in the Code of Student Conduct with the three-letter code identifying SESIR incidents. When multiple incidents occur at the same time and place, the incident that caused the most injury or the highest loss of property or monetary cost should be the one reported. Any related elements to the SESIR incident must be reported. A related element includes those specified in Florida Administrative Code Rule 6A-1.0017(8): alcohol, bullying, drug, gang, hate crime, hazing, injury, vaping, and weapon(s). "Reported to Law Enforcement," means that an official action was taken by a School Resource Officer (SRO) or a local law enforcement officer such as: a case number was assigned, a report was filed, an affidavit was filed, a civil citation was issued, an investigation was conducted and found to be an incident reportable to SESIR, or an arrest was made. **SESIR Data Statewide and by School District can be found at** https://www.fldoe.org/safe-schools/discipline-data.stml

Internet Policy: Student Technology Acceptable and Responsible Use Agreement

MCSD is committed to providing a safe, positive, productive, and nurturing educational environment. MCSD believes that all students should have access to technology (e.g. software, Internet, and network access) when they act in a responsible, efficient, courteous, and legal manner.

Educational Purpose

Technology access has been established for educational purposes and will be consistent with the district's curriculum and the Florida Standards. The term "educational purpose" includes age-appropriate academic activities that directly improve upon 21st century skills such as creativity, innovation, critical thinking, problem solving, communication, and collaboration.

Students are expected to follow the rules set forth in the Code and the law in the use of the Internet and network resources.

Students may not use the Internet for commercial purposes. This means they may not offer, provide, or purchase products or services through the Internet at any school using district resources.

Student Internet Access

All students will have district-supervised access to the Internet through the classroom, media center, or computer lab. In accordance with the Children's Internet Protection Act (CIPA) and the Children's Online Privacy Protection Act (COPPA), all MCSD web access is filtered. However, this does not preclude the possibility that inappropriate sites are not blocked.

Students will use MCSD Internet access for educational purposes only and will not access profane or obscene material, advocate illegal acts, or advocate violence or discrimination towards other people. MCSD-issued student accounts are subject to MCSD monitoring.

Responsible Uses

In order to ensure a safe, positive, productive, and nurturing educational environment for all, students are expected to demonstrate responsible technology uses. Students will keep information, such as his/her password, address, phone number, birthday, and other identifiable information private. Sharing personally identifiable information that might compromise a student's MCSD-issued account, even your own, is strictly prohibited. Students are strongly encouraged to report anyone who tries to use technology to hurt or harass other students or staff or anyone who makes him/her feel uncomfortable.

Students will not login to any account other than their own or use MCSD technology to engage in any illegal acts, such as drug sales, purchasing alcohol, engaging in criminal gang activity, threatening the safety of another person, cyber-stalking, or cyberbullying. Any attempts to circumvent MCSD ITS security and network protocols and systems is prohibited. This includes the use of unauthorized executable files. Violations will be subject to the MCSD Code of Student Conduct.

UNACCEPTABLE USE AND PROHIBITED ACTIVITIES

1. Revealing your account password to others or allowing use of your account by others is prohibited. This includes family and other household members when work is being done at home.
2. Attempting to, accessing, or sharing the account credentials of others or penetrating, attempting to penetrate security measures of the MCSD or another entity's computer software or hardware, electronic communications system, or telecommunications/electronic communications system is prohibited.
3. Using the services for any activity which adversely affects the ability of other people or systems to use SCSD's network or the internet is prohibited. This includes denial of service attacks against another network host or individual user.
4. Interference with or disruption of other network users, network services, or network equipment is prohibited.
5. Students must not leave devices unattended while logged on.
6. Students must not read, create, send and/or receive email unless using a District-provided email account.
7. Students must not access, download, store, send, or display text, images, movies, or sounds that contain pornography, obscenity, or language that offends or degrades others.
8. Students must not use social network sites including, but not limited to, twitter.com, facebook.com, chat rooms, etc.
9. Students must not use video streaming not related to educational purposes or curriculum set by the school or District.
10. Students must not download music or videos not authorized by the school or District.
11. Students must not install services or electronic file sharing mechanisms.
12. Students must not access, modify, harm, or destroy another user's data.
13. Students must not attempt to send or send anonymous messages of any kind or pretend to be someone else while sending a message.
14. Students must not engage in cyber bullying on or off campus (i.e., threatening, harassing, embarrassing, terrifying, insulting, stalking, or attacking others which includes, but is not limited to, online threats and insults intended to embarrass, harass, or terrify others via electronic resources).
15. Students must not post personal information about self or others, sharing confidential information about students or employees.
16. Students must not agree to meet with anyone met online.
17. Students must not intentionally waste limited resources.
18. Students must not bypass the filtering by use of anonymous proxies or unauthorized proxies and services.
19. Students must not download and/or install games, software, tools, or any executable file.
20. Students must not connect to any unauthorized wireless access point or internet service provider.

Student Technology and Device Guidelines

The MCSD provides computers and network capabilities to students for the purpose of enhancing instruction through technological resources. All users, including parents and students, must read and be familiar with the IT Policies and Procedures handbook. A copy can be found on the District website on the Information Technology Department web page. In addition to those set forth in the IT Policies and Procedures Handbook, the following policies apply:

1. MCSD Devices and its Network shall only be used for instructional and school-related purposes.
2. Devices and network storage areas will be treated like school lockers. School and IT authorities have the right to review and monitor all devices and information stored on the network.
3. Students must notify a school administrator or teacher of device or network malfunctions immediately.
4. All MCSD devices must be made available for immediate inspection by MCSD staff with or without prior notification.
5. Scheduled device checks will occur throughout the year; all devices must be brought to school every day.

6. Students and/or parents must notify a school administrator or teacher of device damage immediately.
7. Devices will be expected to be maintained in good working order. If misuse is evident, the full price of repair or replacement of the device becomes the responsibility of the parent.
8. It is strongly suggested that protective equipment, covers, bags, etc. are used to ensure an additional layer of protection from damage to the device.
9. Students may not use the device for purposes in contrast to the MCSD Acceptable Use Policy.
10. If a student violates this policy, the MCSD device must be immediately returned in good working order.
11. If a device is damaged, the student is responsible for the cost or repair in accordance to the following:
    - Screen Replacement: $50
    - Keyboard Assembly or Replacement: $50
    - Charger: $40
    - Battery: $40
    - Case Damage or Other Device Damage: $50
    - Full Replacement: $200

If a student violates any of these guidelines, his/her access to the network or MCSD devices may be terminated and appropriate disciplinary and/or legal action will be taken.

SECTION IV
DISCIPLINARY INTERVENTIONS

Disciplinary Response Code Overview

The following section provides the disciplinary offenses and potential consequences for students for behavior that occurs on Board property; on school transportation; during school activities, including, but not limited to distance learning, field trips, athletic functions, and similar activities; and if appropriate, any other area as permitted by Florida Statutes and/or State Board of Education Rules. Student disciplinary offenses and the responses to them are divided into four levels. Each level represents progressively more serious offenses and responses to them become progressively more severe. Some offenses require consultation with law enforcement if the offense is deemed to be a violation of state or federal laws.

The definitions in this section have been specifically modified for elementary students, however, it is important to note, that the definitions provided by the Florida Department of Education through the School Environmental Safety Incident Reporting (SESIR) are the definitions that will be used by school staff when determining if a student has exhibited behavior required to be classified as a SESIR offense.

MCSD promotes a safe and supportive learning environment in schools, to protect students and staff from conduct that poses a serious threat to school safety. School based administrators shall provide consistent school-based discipline, where appropriate, and authorized by policy and this Code. In addition, pursuant to Section 1006.09, Florida Statutes, a good faith effort shall be made by the principal or designee to employ parental assistance or other alternative measures prior to suspension, except in the case of emergency or disruptive conditions which require immediate suspension or in the case of a serious breach of conduct as defined by the Board and this Code.

MCSD is committed to providing a safe environment for all students and seeks support from the community and parents/guardians in achieving this goal. To that end, Section 1003.04, Florida Statutes, provides that the parent/guardian of each public K-12 student must cooperate with the authority of the Board, MCSD, the Superintendent, the Principal, teachers, and school bus drivers, 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.

Student Discipline Investigations

MCSD stands in loco parentis (Latin for "in place of the parent") while a student is in the physical custody of the school and is responsible for investigating all allegations of student misconduct within its jurisdiction using the preponderance of the evidence legal standard. Therefore, MCSD employees are authorized to interview students and obtain witness statements from students involved in offenses of the Code, however, any student may refuse to participate in an investigation. It is important to note that if the behavior is believed to be criminal and a violation of Florida Statutes, the school resource officer, or law enforcement, if the school resource officer is not available, may participate in the investigation.

Parents/guardians may request their student not participate in student discipline investigations without authorization from the parent/guardian by submitting the request, in writing, prior to the occurrence of any discipline matter, to

the school administration. Refusal to participate in the investigation does not prohibit MCSD from continuing with the investigation and administering an appropriate disciplinary consequence pursuant to the procedures outlined in this Code. In addition, refusal does not prohibit the school resource officer, or law enforcement, from continuing the investigation and imposing criminal penalties if warranted.

If the discipline investigation is conducted due to allegations of a threat or threatening behavior, the investigation will be submitted to the School Based Threat Management Team for review. The School Based Threat Management Team is established by Board Policy, Threats, and Section 1006.07, Florida Statutes.

Abusive, Profane, Obscene, Discriminatory Language/Materials (PRO) – The use of oral or written language, electronic messages, pictures, objects, gestures, or engaging in unwelcome or inappropriate touching or any other physical act that is considered to be offensive, socially unacceptable, or not suitable for an educational setting: the deliberate use of inappropriate language (profanity) including racial/ethnic slurs with the intent for others to hear, the use of obscenity toward a school staff member, and the use of obscene gestures.

Alcohol (ALC) SESIR-Level IV (Must Report to Law Enforcement) – Possession/Use/Sale, Possession, being under the influence, sale or distribution of alcoholic beverages while on a school campus, a school bus, at a school or School Board sponsored function, or while at other School Board facilities. Use means the person is caught in the act of using, admits to using, or is discovered to have used in the course of an investigation.

Arson (ARS) SESIR – Level I (Must Report to Law Enforcement) – (Intentionally setting a fire on school property) To damage or cause to be damaged, by fire or explosion, any dwelling, structure, or conveyance, whether occupied or not, or its contents.

Aggravated Battery (BAT) SESIR Level I (Must Report to Law Enforcement) – (Intentional great bodily harm) A battery where the attacker intentionally or knowingly causes more serious injury as defined in 6A-1.0017(8)(g), such as: great bodily harm, permanent disability, or permanent disfigurement; uses a deadly weapon or where the attacker knew or should have known the victim was pregnant

Bullying (BUL) – SESIR Level IV – (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.

Burglary (BRK) – SESIR Level II (Must Report to Law Enforcement) – (Illegal entry into a facility) Unlawful entry into or remaining in a dwelling, structure or conveyance with the intent to commit a crime therein.

Bus Misconduct – (FTF) – Failure to follow bus Safety rules or rules of transportation. See Bus Conduct Rules.

Cell Phone/Electronic Device Violation – (UCP) – Disruptive and inappropriate exposure/use of cell phones, text messaging, web access, portable music devices, digital cameras, and like communication devices during the instructional day, including recording people without their permission. Includes use of cell phones during instructional times (in class) without teacher permission. Includes air dropping or sharing pictures of videos that contribute to bullying or harassment. At no time shall MCSD be responsible for theft, loss or damage to cell phones or other electronic devices brought onto its property.

Cheating/Plagiarism – (CHE) – Willful or deliberate unauthorized use of the work of another person for academic purposes, or unauthorized use of notes or other material in the completion of an academic assignment or test. In addition to disciplinary responses, the student may receive no credit for the assignment, test, or exam at the discretion of the teacher. Plagiarism means submitting another person's words, ideas, images or data as one's own without giving the original author credit.

Class Disruption (CLS) Minor – Disruption of all or a significant portion of classroom activities, school-sponsored event, or other portions of a school or School Board facility that poses a threat to the learning environment, health, safety, or welfare of others.

Class Disruption (CLS) Major – Disruption of classroom activities, school sponsored events by destroying classroom materials, equipment, or causing removal of students, leading to the calling for administrative assistance.

Combustibles/Fireworks (FWK) – Unauthorized possession, sale, or storage of unlit fireworks or firecrackers on a MCSD property, at a school function, or extracurricular/co-curricular activity.

Contraband – For purpose of this Code, "Contraband" is any item or substance that is prohibited by federal and/or state law, School Board rule or this Code from being used or possessed on School Board property, a school bus or school-approved transportation, or at any school-related function or activity. Contraband includes, but is not limited to, stolen property, drugs, drug paraphernalia, alcohol, unauthorized non-prescription medications, tobacco, weapons, ammunition, matches, lighters, laser beam devices, firecrackers and fireworks, pornography, and gang related signs or symbols, e-cigarettes, vapes, hookahs, and any other nicotine-dispensing device. Contraband also includes any instruments or objects in any vehicle

brought onto school property or to a school-sponsored activity, which could be used to inflict harm on or intimidate another person, but which are not designed or ordinarily intended for use as a weapon (i.e. Leatherman, multi-tools, key chain tools).
Criminal Mischief (VAN) SESIR – Level III (Must Report to Law Enforcement) – (Destruction, damage or defacement of school or personal property - $1000 threshold) – Willfully and maliciously injuring or damaging by any means any real or personal property belonging to another, including, but not limited to, the placement of graffiti thereon or other acts of vandalism thereto
Cyberstalking – As defined in Section 784.048(1)(d), Florida Statutes, means to engage in a course od conduct to communicate, or to cause to be communicated, words, images, or language by or through the use of electronic 16 mail or electronic communication, directed at a specific person, causing substantial emotional distress to the person and serving no legitimate purpose.
Dangerous Instrument – Possession of a tool, instrument, appliance, or utensil which may/may not be intended to cause harm to another.
Disrespect (DIS) – means using words, actions, or body language that demean, insult, mock, or intentionally disregard a school employee or volunteer. It includes any behavior that challenges a staff member's authority or disrupts the classroom learning environment. .
Defiance of Authority and School Rules – (DEF) – the flagrant or hostile challenge of the authority of a school staff member, bus driver, or any other adult authority.
Disruption on Campus – Major (DOC) – SESIR Level III (Must Report to Law Enforcement) – (Major disruptions of all or a significant portion of campus activities, school-sponsored and school bus transportation). Disruptive behavior that poses a serious threat to the learning environment, health, safety, or welfare of others. Examples include bomb threats, inciting a riot, or initiating a false alarm.
Dress Code Violation (DRS) – Failure to comply with the established dress code policy.
Drug Sales/Distribution Excluding Alcohol (DRD) - SESIR Level III (Must Report to Law Enforcement) (illegal sale or distribution of drugs) The manufacture, cultivation, purchase, sale, or distribution of any drug, narcotic, controlled substance or substance represented to be a drug, narcotic, or controlled substance. This includes THC Vapes, Edibles infused with Cannabis, etc. Vaping unauthorized substances like THC or any form of marijuana or other substances is prohibited and will result in a recommendation for expulsion and possible criminal charges
Drug Possession/Use (DRU) - SESIR level III (Must Report to Law Enforcement) (illegal drug possession or use) The use or possession of any drug, narcotic, controlled substance, or any substance when used for chemical intoxication. Use means the person is caught in the act of using, admits to use or is discovered to have used in the course of an investigation. This includes THC Vapes, Edibles infused with Cannabis etc. Identification of Marijuana may be determined by a School Resource Deputy.
Excessive Mischief (MIS) -When a student receives 8 or more office discipline referrals he/she may be presented before the district discipline committee to determine future educational placement.
Extortion/Blackmail (EXT) - The willful or malicious threat of harm, injury, or violence to the person, property, or reputation of another with the intent to obtain money, information, services, or items of material worth. This offense may include, but is not limited to, threatening to accuse another of a minor offense or crime in order to obtain lunch money.
Fighting (FIT)- SESIR Level III (Minor)- (mutual combat, mutual altercation on school grounds or bus) When two or more persons mutually participate in use of force or physical violence that requires either physical intervention or results in injury requiring first aid or medical attention. Lower-level fights, including pushing, shoving, or altercations that stop on verbal command are not required to be reported in SESIR. **Note: Fighting is not allowed, but if someone hits you or someone else, instead of hitting back, you can protect yourself from getting badly hurt by using what is called self-defense. Self-defense means getting help from an adult, holding or blocking the other student so they can't hit you or anyone else, covering your face or body from being hit, or pushing the other student so you can leave and get to a safe place. However, if you hit (such as punch, slap, or kick) the other student back, or push them away and don't try to leave, or invite/urge the other student to fight, you could get in trouble for fighting.** *In a disciplinary action, there is a rebuttable presumption that the actions of a student who intervened, using only the amount of force necessary, to stop a violent act against a student, staff, or volunteer were necessary to restore or maintain the safety of others. Section 1006.13, Florida Statutes.
Forgery-(Minor) – To fraudulently or falsely make or alter a document.
Fireworks/Firecrackers (FWK) – Unauthorized possession, sale, or storage of unlit fireworks or firecrackers on MCSD property, at a school function, or extracurricular/co-curricular activity.
Gang-Related - SESIR – Conduct or behavior that tends to promote gang activity, provoke violence, or seriously disrupt the orderly operation of the school program, any school activity or transportation services, including, but not limited to, the possession, use or displaying of gang paraphernalia, jewelry, tattoos, clothing, or other insignias and writings that

promote gang affiliation/involvement/the use of gang related signs or symbols or any other gang associated behavior.
Grand Theft (STL) – SESIR Level III (Must Report to Law Enforcement) – Taking of property from a person, building, or a vehicle- ($750 threshold) The unauthorized taking of the property of another person or organization, including motor vehicles, valued at $750 or more, without threat, violence, or bodily harm.
Harassment (HAR) – SESIR Level IV – as any threatening, insulting, or dehumanizing gesture; use of data or computer software; or written, verbal, or physical conduct directed against a student or school employee that places the individual in reasonable fear of harm to their person or damage to their property, substantially interferes with a student's educational performance, opportunities, or benefits, or substantially disrupts the orderly operation of the school. Harassment may include conduct based on an individual's real or perceived race, color, religion, sex, national origin, disability, marital status, sexual orientation, gender identity, or gender expression. Harassment may occur through electronic communication or technology (cyber harassment) and may constitute a violation whether it is a single severe incident or a pattern of behavior. This definition is consistent with Florida Statute 1006.147.
Hazing (HAZ) – SESIR Level III (Must Report to Law Enforcement) – Any action 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, banding, or exposure to the elements.
Homicide (HOM) – SESIR Level I (Must Report to Law Enforcement) – Murder/Manslaughter – The unjustified killing of one human being by another.
Insubordination - failure or refusal to follow the directions of school staff, school rules, classroom rules, or behavior contracts.
Instigating a Fight (INF) – A person instigating, inciting, or encouraging a fight or confrontation between individuals. Can include misuse of a cell phone by recording the fight.
Medication Policy Violation – Failure to comply with the guidelines for possessing or administering prescription medications and over-the-counter medications.
Misuse of School Computer – use of a school computer for anything other than instructional purposes or unauthorized use of a computer or computer network with the intention of deleting, obstructing, interrupting, altering, damaging or in any way causing the malfunction of the computer, network program(s) or data.
Motor Vehicle Theft – (Must Report to Law Enforcement) – The theft of a motor vehicle from any property owned and operated by the School District.
Other Dangerous Objects – (PNW) – Weapons Possession offense, which could be used to inflict harm on another person or to intimidate any person. Threatening or attempting to use a dangerous object. Using a dangerous object and causing injury. This offense includes, but is not limited to, BB guns or pellet guns, air soft guns, paintball buns and replicas of any gun or weapon, water/gel bead gun, common pocket knives (blade length is less than 2.5 inches), chains, pipes, common household tools, razor blades, box cutter/utility knife, ice picks, other pointed instruments, nun chucks, Chinese stars, pepper spray, Taser, items used for self-defense (i.e. kubaton), ammunition, firearm clips, firearm cartridges. This offense also includes igniting fireworks/firecrackers. *Although common pocketknives are not classified as weapons under the Florida criminal code, MCSD students are prohibited from carrying pocketknives on school property. School Operations/Alternative Education will determine the appropriate disciplinary action to apply based on the item that is confiscated and how it is used.
Other Minor (OTH) – minor incidents that do not fit within the other definitions.
Other Major (MC) – SESIR Level III – Major incidents that do not fit within the other definitions. Any serious, harmful, incident resulting in the need for law enforcement consultation not previously classified. This includes any drug or weapon found unattended and not linked to any individual; such incidents must be coded with the appropriate Related element (such as Drug-related or Weapon-related) and incident involvement must be reported as unknown.
Physical Altercation (ALP) – Minor physical contact between two or more students such as pushing, shoving, or altercation that stops upon verbal command.
Physical Attack (PHA) Simple Battery – SESIR Level II (Must Report to Law Enforcement) – An actual and intentional touching or striking of another person against his or her will, or the intentional causing of bodily harm to an individual. A physical attack on a school district employee or volunteer may lead to expulsion or arrest.
Public Display of Affection (PDA) – Failure to comply with the established PDA policy of the individual school.
Robbery (ROB)-SESIR Level II (Must Report to Law Enforcement) – Using force to take something from another. The taking or attempted taking of money or other property from the person or custody of another with the intent to permanently or temporarily deprive the person or owner of the money or other property under the confrontational circumstances of force, or threat of force or violence, and/or by putting the victim in fear. A key difference in Grand Theft and Robbery is that Robbery involves violence, a threat of violence or assault, and putting the victim in fear.

Sexting (Must Report to Law Enforcement) – The taking, disseminating, transferring, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, where by electronic data transfer or otherwise may constitute a crime under state and/or federal law. Any person taking, disseminating, transferring, or sharing obscene, pornographic, lewd, or otherwise illegal images or photographs will be reported to law enforcement and/or other appropriate state or federal agencies, which may result in arrest and prosecution.

Sexual Assault (SXA) – SESIR Level II (Must Report to Law Enforcement) – An incident that includes fondling, indecent liberties, child molestation, or threatened rape. Both males and females can be victims of sexual assault.

Sexual Battery (Rape) –(SXB) – SESIR Level I (Must Report to Law Enforcement) – Attempted or actual – forced or attempted oral, anal, or vaginal penetration by using a sexual organ or an object simulating a sexual organ, or the anal or vaginal penetration of another by any body part or foreign object. Both males and females can be victims of sexual battery.

Sexual Harassment (SXH) – SESIR Level III (Must Report to Law Enforcement) – Undesired sexual behavior. Unwelcome conduct of a sexual nature, such as sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. Harassing conduct can include verbal or nonverbal actions, including graphic and written statements, and may include statements made through computers, cellphones, and other devices connected to the internet. The conduct can be carried out by school employees, other students, and non-employee third parties.

Sexual Offense Minor (SXM) – Undesired behavior of a sexual nature.

Skipping (SKP) – Skipping Class – Not reporting to or leaving an assigned class, activity, or area without receiving proper prior approval and/or following the established procedures for checking out of a class.

Stealing (STL-Grand Theft) – SESIR Level III (Must Report to Law Enforcement) – The unauthorized taking of the property of another person or organization, including motor vehicles valued at $750 or more without threat, violence or bodily harm.

Strike/Adult (PHA-Simple Battery) (Must Report to Law Enforcement) – The uninvited, hostile touching or striking of a school employee or volunteer against their will. A physical attack on a school district employee or volunteer may lead to expulsion or arrest.

Tardiness (TAR) (Excessive) – A student will be considered tardy to class when he/she is not in the classroom when the tardy bell rings. Any student arriving late must go to the attendance/front office to sign in before attending class.

Theft (TKG) – The unauthorized taking of the property of another person or organization, including motor vehicles valued at $749 or less without threat, violence or bodily harm.

Threat/Intimidation (TRE) – SESIR Level III – Instilling fear in others. An incident where there was no physical contact between the offender and victim, but the victim reasonable believed that physical harm could have occurred based on verbal or nonverbal communication by the offender. This includes nonverbal threats and verbal threats of physical harm which are made in person, electronically or through any other means. Verified threats will be sent to the School Based Threat Management Team for evaluation

Throwing/Propelling Objects (THR) – To drive forward an object by means of force that imparts motion.

Tobacco (TBC) – SESIR Level IV (Must Report to Law Enforcement) -Cigarettes or other forms of tobacco/nicotine The possession, sale, purchase, distribution, or use of tobacco or nicotine products on school grounds, at school sponsored events, or on school transportation by any person under the age of 21. Tobacco incidents cannot be Drug-related.

Trespassing (TRS) – SESIR Level III (Must Report to Law Enforcement) The unauthorized entry onto School Board owned property without authorization or invitation, into a school function, or an extracurricular activity, or remaining on School Board owned property after being directed to leave that location by a school staff member or law enforcement official. Students under suspension, expulsion or assignment to an alternative placement do not have authority or permission to attend extracurricular events, ride district transportation or otherwise be on School Board property.

Unauthorized Area/Location – Being present in buildings, room, or other areas on a school campus restricted or not open to student access during all or portions of a day.

Unauthorized Leaving of Campus – Failure of student to follow proper procedures to leave school campus.

Unauthorized Sales – the selling of goods which has not been authorized by administration.

Unsubstantiated Bullying (UBL) – SESIR – After a complete investigation and follow up of a reported bullying incident, the investigator determines that there is not enough evidence to substantiate that the incident meets the criteria of a prohibited act under the definition of bullying as listed in the Jeffery Johnston Stand Up for ALL Students Act (Section 1006.147, Florida Statutes). This offense is for documentation purposes only as required by the Florida Department of Education. Discipline consequences are not given.

Vandalism – Minor (PRP) – The intentional destruction, damage, or defacement of public or private/personal property without consent of the owner or the person having custody or control of it. This definition includes graffiti, as well as the malicious attempt to harm or destroy electronic data. (Damage must be $1000 or less).

Vehicle Violation – Failure to follow established rules and regulations concerning the privilege of driving and parking

vehicles on a school campus, to include parking in unauthorized areas, driving or parking without proper sticker, improper driving on campus, or unauthorized driver on campus.

Verbal Altercation (ALV) – A verbal disagreement between two or more students causing a disruption of classroom or normal day to day activities that stops upon verbal command.

Weapon Possession (WPO)-SESIR Level II (Must Report to Law Enforcement) – The possession or control of any firearm or any instrument or object as defined by Section 790.001(6) and (13, Florida Statutes, that can inflict serious harm on another person or that can place the person in reasonable fear of serious harm. This includes possession of firearms and other instruments that can cause harm. "Firearm" means any weapon (including a starter gun) which will, is designed to, or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer; any destructive device; or any machine gun. 20 The term "firearm" does not include an antique firearm unless the antique firearm is used in the commission of a crime.

MCSD policy prohibits possessing, storing, distributing, selling, or purchasing any instrument or object that may inflict harm on another person, or be used to intimidate another person, including, but not limited to: fixed blade knives, folding knives, switch blade knives, common pocket knives, razor blades, box cutters, sharp cutting instruments, ice picks, dirks, chains, pipes, nunchakus, brass knuckles, Chinese stars, billy clubs, chemical irritants, mace, tear gas, pepper spray, poisonous gases, sling shots, electrical weapons or devices, starter pistols, stun guns, BB or pellet guns, propellants, and "look-alike" weapons. Possession of a common pocketknife is exempted from state zero tolerance expulsion requirement, per §1006.07(2), Florida Statutes. However, law enforcement should be notified of any weapon or knife, including pocketknives, for investigation.

Note: If a common pocketknife is used in a threatening or aggressive manner, the knife will be considered a weapon by both the school district and law enforcement.

Simulating a Weapon - A student may not receive disciplinary action for simulating a firearm or weapon while playing, or for wearing clothing or accessories that depict a firearm or weapon, or expressing an opinion regarding Second Amendment rights, unless the simulation causes a substantial disruption to learning, causes bodily harm, or places another person in fear of harm as outlined below. Simulating a firearm or weapon while playing includes, but is not limited to:

- Brandishing a partially consumed pastry or other food item to simulate a firearm or weapon;
- Possessing a toy firearm or weapon that is two (2) inches or less in overall length;
- Possessing a toy firearm or weapon made of plastic snap-together building blocks;
- Using a finger or hand to simulate a firearm or weapon;
- Vocalizing an imaginary firearm or weapon;
- Drawing a picture, or possessing an image of a firearm or weapon; and
- Using a pencil, pen, or other writing or drawing utensil to simulate a firearm or weapon. However, a student may receive disciplinary action if simulating a firearm or weapon while playing, if the playing substantially disrupts student learning, causes bodily harm to another person, or places another person in reasonable fear of bodily harm.

Threats of Violence (DOC) (Must Report to Law Enforcement) - Students are prohibited from making direct or indirect threats of violence against individuals or groups. Any threat of such violence must be reported immediately to a teacher or school administrator. A threat to use a dangerous instrument or weapon on school grounds, on school sponsored transportation, or at any school sponsored activity is prohibited. All threats of violence (oral, written, electronic, or symbolic) will be reported to law enforcement and investigated by school officials. A student found to have made a threat of violence is subject to appropriate disciplinary consequences, up to and including: suspension, expulsion, arrest, and prosecution. Prevalent in student culture is the use of social media outlets. When students use social media to threaten other students or school employees which has a direct effect on school property, law enforcement may be requested to conduct "home visits" and/or law enforcement may be involved which could result in criminal prosecution. If a student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process taking place either in a classroom or elsewhere on school premises, then the Superintendent or principal may remove the student from curricular activities or from the school premises [Section 1006.08, Florida Statutes].

Threat Management

The primary purpose of threat management is to identify individuals exhibiting threatening or other concerning behavior, assess the risk of harm, and coordinate appropriate interventions and services for such individuals. The threat management process is a systematic, fact-based method designed to identify, using threat assessment protocols, whether behaviors or communications constitute a concern for violence or harm to another person. Florida Harm Prevention and Threat Management Model is designed to identify, assess, manage, and monitor threats to schools, school staff and students. The goal of the threat management process is to prevent violence or harm to members of the school community. The threat management process uses a methodology that identifies students exhibiting threatening or other concerning behavior, gathers information to assess the risk of harm to themselves or others, and identifies appropriate interventions to prevent violence and promote successful

outcomes. Each School has a Threat Management Team (SBTMT)

Mental Health Services

If a school's Threat Management Team determines that a student poses a threat of violence or physical harm to himself or herself or others or significantly disruptive behaviors, a referral may be made to counseling or behavioral health programs. Threat Management Teams must consult with law enforcement when a student exhibits a pattern of behavior, based upon previous acts or the severity of an act, that would pose a threat to school safety.

If an immediate mental health or substance abuse crisis is suspected, school personnel will engage behavioral health crisis resources to provide de-escalation strategies, emergency intervention and assessment, make recommendations, and refer the student for appropriate services.

A good faith attempt will be made to notify the student's parent or legal guardian; however, nothing will preclude school district personnel from acting immediately to address imminent threat and/or danger.

Behaviors that May Result in Criminal Penalties - The following behaviors are grounds for corrective strategies by the school and may also result in criminal penalties:

- Illegal use, possession, or sale of controlled substances while on school grounds or attending a school function;
- Use of a wireless communication device in the commission of a crime;
- Possession of a firearm or weapon while on school grounds, school bus or at a school function;
- Violence against any Madison County School District personnel;
- Disruptive behavior on a school bus, or at a bus stop, or other violation of the School District of Madison County's transportation policy;
- Violation of the School District of Madison County's sexual harassment policy;
- Making a threat or false report involving destructive devices or explosives directed against a school, school personnel property, school transportation, or school-sponsored activity; and
- Sexting Notice of the potential for criminal charges for these offenses is required by Section 1006.07, Florida Statutes; however, students and parents/guardians should be aware that any criminal offense could result in criminal prosecution and penalties.

Excessive Absences or Truant – A student is considered truant or excessively absent when he/she has had at least five (5) unexcused absences or absences for which the reasons are unknown within a calendar month or 10 unexcused absences or absences for which the reasons are unknown, within a 90 calendar-day period, the student may be exhibiting a pattern of nonattendance, and this may be considered excessive. Students who demonstrate truancy may forfeit their rights to attend Grad Bash, Prom, field trips or other extracurricular activities. The student may be referred to the school's Student Support Team to determine if early patterns of truancy are developing. If it is determined that an early pattern of truancy is developing, regardless of whether the absences are excused or unexcused, a meeting with the parent/guardian shall be scheduled to identify potential remedies. If absences continue to be a concern despite intervention attempts, the school may make a recommendation for filing a truancy petition. (1003.26 and 984.141, Florida Statutes)

Authorized Student Sign-Out – Students may not leave or be signed out from a school campus without the presence of an adult who is listed as the parent or guardian of record or an adult who is listed as an emergency contact on the Annual Student Contact Form. A photo ID is required from the adult listed on the Annual Student Contact Form who is requesting the release of the student to his/her custody. Students who drive to school at MCHS and JMPHS may not be released or signed out prior to the end of the regular school day over the phone by a parent, guardian, or other individual without the authorization of the principal/designee in emergency situations or circumstances that warrant leaving school campus without the presence of a parent, guardian, or other authorized individual. The principal is the final authority in determining if a student has permission to leave campus in the absence of the parent.

2026-2027 Madison County Schools Discipline Chart Terms

Code	Description	PK-5	6-12
AP	Alternative Placement – A student may be placed in alternative Program (The Bridge) when any student can no longer function in the appropriate manner at the school they have been assigned. The administrative staff of the school making the referral will make the recommendation to the Superintendent for alternative placement in lieu of expulsion. Please refer to the Code of Student Conduct in reference to consequences relating to alternative placement. After 8 referrals a student may be referred to the District Discipline Team for review.		X
ASD	After School Detention – A school may elect to hold after school detention as a disciplinary measure. If a student is assigned to ASD, his parents will be notified at least one day prior to the session. It will be the student's responsibility to provide transportation home following ASD. After School Detention will be supervised by qualified school personnel.	X	X
ASWD or WD	After School Work Detail – A school may elect to provide a student an opportunity to perform supervised activities related to the upkeep and maintenance of school facilities rather than suspension. ASWD may not exceed 10 hours and may not be done during class time. The student must provide transportation home and the high school activity bus may not be used.	X	X
DRS	Dress Code – Appropriate clothing must be worn at school in order to maintain a no distracted learning environment.	X	X
ISD	In-School Detention – Students may be placed in detention for a minor offense for a maximum of 5 days. They may do classroom work as well as behavior modification work while in detention to maintain academic standing.	X	X
ISS	In School Suspension (ISS) program is a short-term, on-site intervention classroom initiative designed to address the unique needs of students who have committed a school level behavioral offense. The classroom components help students develop more effective coping skills, character development principles, pro-social behaviors, while remaining on track with academics in the classroom. Only administrators with official referral documentation may place a student in ISS. These placements are for a number of days not to exceed ten (10) days for any single placement. The goal of this program is to allow schools and administrators to effectively deal with Code violations that do not require a student be removed from the school setting.	X	X
LD	Lunch Detention/Detail – A student may be assigned to eat his lunch in a quiet, controlled environment while supervised by an adult. A student may be assigned work detail in the cafeteria or other location. An elementary or middle school student may be assigned PE Detention.	X	X
OSS	Out-of-School Suspension – Florida law (Section 1003.01, Florida Statutes) defines "suspension" as the temporary removal of a student from all classes of instruction on public school grounds and all other school-sponsored activities, except as authorized by the principal or the principal's designee, for a period not to exceed 10 school days and remanding of the student to the custody of the student's parent with specific homework assignments for the students to complete. **If a student receives out of school suspension, they are prohibited from attending school, riding any district transportation, and any school sponsored activities or athletic program/event.**	X	X
RP	Restorative Practice – Madison County Schools has implemented the use of Restorative Practices which is designed to strengthen relationships between individuals when harm is done as well as social connections within our learning communities. The focus is on responsibility and repairing harm, and way of talking and responding to issues through use of practices such as Circles. Includes the following: Circles, Formal Mediation, Formal Letter of apology, Conferencing, Peer Mediation, Reflective Assignment, Restorative Agreement/Plan	X	X
SBS	Bus Violation – A student may be denied the privilege of riding a bus for violating the Code, even if he/she is not otherwise denied educational participation. Such action may be taken by the principal, who may also restore bus privileges following the successful resolution of disciplinary action.	X	X
MTSS	Multi-Tiered Support System – School Intervention Team	X	X
SRO	School Resource Officer	X	X
Threat Management Team	*School Based Threat Management Team (SBTMT) *District Threat Management Team (DTMT)	X	X
TOP	Turn Over to Parent	X	X
VR	Verbal Reprimand	X	X
WHSP	Withhold School Privileges	X	X
Alternative School Hours	Alternative Hours for General Education students.	X	X

Level 1 Behaviors

	Behavior	Grades PK-5	Grades 6-8	Grades 9-12
1	**ASM Disruption** of a school function (assembly disruption during school hours, etc.)	**First Offense** Contact parent conference; 1 day detention; Refer to MTSS **Second Offense** Mandatory parent conference; 1-3 days ISS; loss of assembly privileges **Third Offense** Mandatory parent conference;3- 5 days ISS; loss of assembly privileges	**First Offense** Contact parent conference; 1-day detention. **Second Offense** Mandatory parent conference; 5 days ISS; loss of assembly privileges	**First Offense** Possible removal from all future assembly and detention 3 days. **Second Offense** Mandatory parent conference; 5 days ISS; loss of assembly privileges
2	**CAF** Cafeteria misconduct; skipping in lunch line; eating beyond the cafeteria or patio; leaving trays/trash on cafeteria or tables	**First Offense** Contact parent; 1-3 days lunch detention. **Second Offense** Mandatory parent conference;1-3 days lunch detention; 1-3 days lunch detail **Third Offense** Contact parents; 3-5 Days Lunch Detention; 1-3 days Detention. 3-5 days lunch detail Referral to MTSS **Repeated** Mandatory parent conference; 5 days ISS	**First Offense** Contact parent; 1-3 days lunch detention; 1-3 days lunch detail; Referral to MTSS **Second Offense** Mandatory parent conference;3-5 days lunch detention; 3-5 days lunch detail **Third Offense** Contact parents; 5 Days Lunch Detention; 1-3 days ISS **Repeated** Mandatory parent conference; 5 days ISS	**First Offense** Contact parents; WD 4 days, failure to complete work detail (FTC) results in 1 lunch detention **Second Offense** Contact parents; WD 8 days; failure to complete work detail (FTC) results in 3 lunch detentions; Refer to MTSS **Third Offense** Mandatory parent conference; lunch detention 5 days; 1 day ISS **Repeated** Mandatory parent conference: 5 days ISS (Continued actions may be considered Defiance)
3	**CHE** -Cheating **(Minor)**	**First Offense** Contact parents; 1-3 days ISS; Failure of assignment; Refer to MTSS **Second Offense** Mandatory parent conference; 3-5 days ISS; failure of assignment; refer to MTSS **Third Offense** Mandatory parent conference; OSS 3 days; Failure of assignment; Refer to MTSS **Repeated** Mandatory parent conference; OSS 5 days; Failure of assignment.	**First Offense** Contact parents and zero on test; failure of assignment; Refer to MTSS **Second Offense** Mandatory parent conference; 3-5 days ISS; Failure of assignment **Third Offense** Mandatory parent conference; OSS 3 days; Failure of assignment **Repeated** Mandatory parent conference; OSS 5 days; Failure of assignment	**First Offense** Contact parents and zero on test or assignment; Refer to MTSS **Second Offense** Mandatory parent conference; zero on test on assignment and detention 3 days **Third Offense** Mandatory parent conference; zero on test or assignment and 1 Day OSS **Repeated** Mandatory parent conference; 5 days OSS
4	**CHE** -(**Major**). Includes cheating on State exams, or End of the Year Exams, using devices during State Exams	**First Offense** Mandatory Parent Conference; 1-3 Days OSS; Referral to School Counselor (Guidance). Test Invalidation and report to state. **Second Offense** Mandatory Parent Conference; 3 Days OSS; Referral to School Counselor (Guidance). Test Invalidation and report to state **Third Offense** Mandatory Parent Conference; 3 Days OSS; Referral to School Counselor (Guidance). Test Invalidation and report to state **Repeated** 3 Days OSS; Referral to School Counselor (Guidance). Test Invalidation and report to state	**First Offense** Mandatory Parent Conference; 3-5 Days OSS; Referral to School Counselor (Guidance). Test Invalidation and report to state. **Second Offense** Mandatory Parent Conference; 4 Days OSS; Referral to School Counselor (Guidance). Test Invalidation and report to state **Third Offense** Mandatory Parent Conference; 4 Days OSS; Referral to School Counselor (Guidance). Test Invalidation and report to state **Repeated** 5 Days OSS; Referral to School Counselor (Guidance). Test Invalidation and report to state	**First Offense** Mandatory Parent Conference; 3-5 Days OSS; Referral to School Counselor (Guidance). Test Invalidation and report to state. **Second Offense** Mandatory Parent Conference; 5 Days OSS; Referral to School Counselor (Guidance). Test Invalidation and report to state **Third Offense** Mandatory Parent Conference; 5 Days OSS; Referral to School Counselor (Guidance). Test Invalidation and report to state **Repeated** 5-10 Days OSS; Referral to School Counselor (Guidance). Test Invalidation and report to state

	Behavior	Grades PK-5	Grades 6-8	Grades 9-12
5	**CLS-Major** Major class disruption causing class to stop and call for assistance **Room clearing event (Elementary)** **When a student is in a state that creates an unsafe learning environment and the other students in the room are forced to leave the learning environment. Safety Plan, Flexible Seating can be included.**	**First Offense** Contact parents; 1-3 days OSS; Refer to MTSS; Refer to Mental Health; Refer to Threat Management Team **Second Offense** Mandatory parent conference; 5 Days ISS; 3-5 days OSS. Restitution **Third Offense** Contact parents; 3-5 days OSS **Repeated** Contact parents; 5-10 days OSS; Possible recommendation for Alternative Hours or Expulsion	**First Offense** Contact parents; 3 days OSS; Refer to MTSS; Refer to Mental Health; Refer to Threat Management Team **Restitution** **Second Offense** Mandatory parent conference; 5 days OSS. **Third Offense** Contact parents; 10 days OSS; Possible recommendation for Alternative Placement or Expulsion	**First Offense** Contact parents; 3 days OSS; Refer to MTSS; Refer to Mental Health; Refer to Threat Management Team **Restitution** **Second Offense** Mandatory parent conference; 5 days OSS. **Third Offense** Contact parents; 10 days OSS; Possible recommendation for Alternative Placement or Expulsion
6	**CLS/HSP/THR/RUD/ Disrespect (gestures and name-calling to other students)** -Classroom or hallway disruption, throwing in classroom, hallway or cafeteria, running, horseplay, pranks, etc. Making or displaying (ex. Book bags) derogatory ethnic, racial, or religious remarks to other students. Including misconduct while on a Field Trip	**First Offense** Contact parents; 1-3 Days PED; 1-3 Days ISS; 1-3 Days LD/WD **Second Offense** Contact parents; 3-5 Days PED; 1-3 days ISS; 3-5 Days LD/WD **Third Offense** Parents Conference ;3 PED; 3-5 days ISS; 1-3 OSS **Repeated** Same as third	**First Offense** Contact parents; 1 day ISS; 1-day WD; 1-3 days LD. **Second Offense** Contact parents; 3 days ISS **Third Offense** Mandatory parent conference; ISS 5 days **Repeated** Mandatory parent conference: OSS 1-3 days (Continued actions may be considered Defiance	**First Offense** Contact parents; 1 day ISS; 1-day WD; 1-3 days LD; Refer to MTSS **Second Offense** Contact parents; Detention 3 days **Third Offense** Mandatory parent conference; ISS 5 days **Repeated** Mandatory parent conference: OSS 1-3 days (Continued actions may be considered Defiance)
7	**DRS** – Dress Code/shoe violations, to include **SAGGING**; also profane, offensive, illegal, derogatory signs and symbols worn on clothing, jewelry, etc. Promotional display of tobacco, alcohol, drugs, or weapons; Student will be asked to change.	**First Offense** Contact parents and change clothes/ shoes (unexcused tardy or absence. Unable to change will result in loss of privileges **Second Offense** Contact parents and change clothes; LD/PED 3 days; 1 day ISS; 3 days WD; Referral to Guidance **Third Offense** Contact parents and change clothe; 1-3 days ISS **Repeated** Contact parents; 3 days ISS (continued actions may be considered defiance)	**First Offense** Sign in at ISS; contact parents and change clothes/shoes (unexcused tardy or absence); Unable to change, student must report to detention for remainder of the day **Second Offense** Contact parents; 1 day ISS; Refer to MTSS. **Third Offense** Mandatory parent conference; 3 days ISS. **Repeated** Mandatory parent conference; Contact parents; 5 days ISS, (Continued actions may be considered Defiance)	**First Offense** Contact parents and change clothes/ shoes (unexcused tardy or absence); Unable to change, student must report to detention for remainder of day **Second Offense** Contact parents and change clothes; 1 day ISS **Third Offense** Mandatory parent conference; change clothes and 3 days ISS **Repeated** Mandatory parent conference: 5 days ISS (Continued actions may be considered as Defiance)
8	**FTC --**Failure to report to detention, LD, WD, or misbehavior during detention, LD, WD	**First Offense** Contact parents; add another day. **Second Offense** Mandatory parent conference; Add 1-3 more days. Refer to MTSS **Third Offense** Mandatory parent conference; 1 days OSS **Repeated** Mandatory parent conference: OSS for 5 days (Continued actions may be considered defiance)	**First Offense** Contact parents; add another day. **Second Offense** Mandatory parent conference; 1 day OSS. Refer to MTSS **Third Offense** Mandatory parent conference; 3 days OSS **Repeated** Mandatory parent conference: OSS for 5 days (Continued actions may be considered defiance)	**First Offense** Contact parents; add another day. **Second Offense** Mandatory parent conference; 1 day OSS. Refer to MTSS **Third Offense** Mandatory parent conference; 3 days OSS **Repeated** Mandatory parent conference: OSS for 5 days (Continued actions may be considered defiance)

	Behavior	Grades PK-5	Grades 6-8	Grades 9-12
9	**LAC –** Lack of cooperation with faculty and staff. Student does not want to complete assignments or complete class work during class. Includes sleeping in class, frequently not bringing materials to class.	**First Offense** Contact parents; Loss of Privileges; Lunch detention 1 day. **Second Offense** Mandatory parent conference; Loss of privileges; Lunch Detention 3 days **Third Offense** Mandatory parent conference; Lunch Detention 5 Days **Repeated** Same as Third Offense	**First Offense** Contact parents; Lunch Detention 1 day. **Second Offense** Lunch Detention 3 days. 1-3 Days ISS; Refer to MTSS **Third Offense** Mandatory parent conference; ISS for 5 days **Repeated** Mandatory parent conference; ISS for 5 days; (Continued actions may be considered Defiance	**First Offense** Contact parents; Lunch Detention 1 day. **Second Offense** Lunch Detention 3 days. Refer to MTSS **Third Offense** Mandatory parent conference; ISS for 5 days **Repeated** Mandatory parent conference; ISS for 5 days; (Continued actions may be considered Defiance
10	**PDA/KIS –** Public display of affection in a manner which is inappropriate in a school setting in the judgement and discretion of the principal	**First Offense** Contact Parents. Lunch Detention 1-3 days **Second Offense** Mandatory Parent Conference; 3- 5 Days Lunch Detention **Third Offense** 1-3 days ISS. Refer to MTSS; Refer to Counselor **Repeated**	**First Offense** Contact parents; 1-3 days Lunch Detention **Second Offense** Mandatory parent conference; 3 days ISS. Refer to MTSS **Third Offense** Mandatory parent conference; 3 days ISS **Repeated** Mandatory parent conference: 3 days OSS (continued actions may be considered Defiance)	**First Offense** Contact parents; LD/WD 4 days; refer to MTSS **Second Offense** Mandatory parent conference; 3 days ISS. Refer to MTSS **Third Offense** Mandatory parent conference and 5 days ISS; Refer to Counselor **Repeated** Mandatory parent conference: 3 days OSS (Continued actions may be considered Defiance)
11	**PLI** Improper or careless driving on campus			**First Offense** Contact parents; On campus driving privileges suspended for 9-week period; Referral to SRD **Second Offense** Mandatory parent conference: driving privileges suspended for the remainder of the year; Referral to SRD **Third Offense** Mandatory parent conference; OSS 5 days (tow vehicle at owner's expense); Referral to SRD **Repeated** Mandatory parent conference; OSS 10 days; Expulsion
12	**TAR** – Tardy to class (Nine Weeks to Nine Weeks)). (A driver that is consistently late or tardy may have driving privileges suspended)	**First Offense** 1st offense. Tardy hall for the remainder of the period. **Second Offense** Parent Contact; Tardy Hall remainder of the period **Third Offense** Parent Contact; Receive referral, 1 day ISS **Repeated** Parent Contact; Referral and 3 days ISS	**First Offense** 1st offense. Tardy hall for the remainder of the period. **Second Offense** Parent Contact; Tardy Hall remainder of the period **Third Offense** Parent Contact; Receive referral, 1 day ISS **Repeated** Parent Contact; Referral and 3 days ISS	**First Offense** (1) First tardy, Referral (warning) Contact Parents **Second Offense** (2) Second tardy, Lunch Detention Contact Parents **Third Offense** (3) Third tardy, After School Detention Contact Parents **Repeated** (4) Fourth tardy – Saturday School or 1-day ISD Contact Parents (5) Fifth Tardy – 1 days ISS (6) Sixth Tardy – 2 days ISS (7) Seventh Tardy – 3 days ISS; Contact Parents

	Behavior	Grades PK-5	Grades 6-8	Grades 9-12
13	**TBC –** Possession of tobacco products, matches, lighters, electronic/synthetic smoking or vaping products **Must be referred to SRD** *Possession of Vapes containing unauthorized substances like THC or any form of marijuana or other substances is prohibited. Please refer to **DRU/USG**	**First Offense** Confiscate; mandatory parent conference; 3-5 days ISS; Refer to MTSS; complete tobacco and vaping education course; Referral to SRD **Second Offense** Confiscate; mandatory parent conference; 5 days ISS. Refer for Counseling, Referral to SRD **Third Offense** Confiscate; mandatory parent conference; 3-5 days OSS; Referral to SRD **Repeated** Confiscate; mandatory parent conference; 5-10 days OSS; Referral to SRD	**First Offense** Mandatory parent conference; ISS 5 days; confiscate the item; Referral to SRD; referral to MTSS; Guidance; complete tobacco and vaping education course **Second Offense** Mandatory parent conference and OSS 3 days; confiscation; Referral to SRD **Third Offense** Mandatory parent conference; OSS 5 days; confiscation; Referral to SRD; Referral to District Discipline Committee **Repeated** Mandatory parent conference; OSS 10 days; Possible recommendation for Alternative Placement or Expulsion; Referral to SRD	**First Offense** Contact parents; confiscation; ISS 5 days; Referral to SRD; complete tobacco and vaping education course; Referral to MTSS; Possible Civil Citation. **Second Offense** Mandatory parent conference; OSS 3 days; Confiscation; Referral to SRD **Third Offense** Mandatory parent conference; OSS 5 days; confiscation; Referral to District Discipline Committee; Referral to SRD **Repeated** Mandatory parent conference; OSS 10 days; Referral to SRD; Possible recommendation for Alternative Placement or Expulsion
14	**TBC-**Use of tobacco products, matches, lighters, electronic/synthetic smoking products or vaping products **(SESIR 4) Must be referred to SRD** *Vaping unauthorized substances like THC or any form of marijuana or other substances is prohibited. Please refer to **DRU/USG**	**First Offense** Confiscate; Mandatory parent conference; 3 days OSS; refer to MTSS; complete tobacco and vaping education course; Referral to SRD **Second Offense** Confiscate; mandatory parent conference; 3 days OSS; Referral to SRD **Third Offense** Confiscate; mandatory parent conference; 3- 5 days OSS; Referral to SRD	**First Offense** Mandatory parent conference; 3 days OSS; Referral to SRD; referral to MTSS; complete tobacco and vaping education course **Second Offense** Mandatory parent conference; 5 days OSS; Possible Recommendation for Alternative Placement or Expulsion; Referral to SRD **Third Offense** Mandatory parent conference; 10 days OSS; Alternative Placement; Referral to SRD	**First Offense** Mandatory parent conference; 3 days OSS; Referral to SRD; Refer to MTSS; complete tobacco and vaping education course **Second Offense** Mandatory parent conference; 5 days OSS; Possible Recommendation for Alternative Placement or Expulsion; Referral to SRD **Third Offense** Mandatory parent conference;10 days OSS; Alternative Placement; Referral to SRD
15	**TOY-** Possessing inappropriate items (toys, PSP, video games, IPod, Cameras, loudspeakers, etc.) **Note: Toy weapons may be considered a Disruption**	**First Offense** Contact parents; Confiscate item to be picked up by parent **Second Offense** Contact parents; Confiscate item to be picked up by parent after 5 days **Third Offense** Contact parents; Confiscate item to be picked up by parent; TOP at end of 9 weeks **Repeated** Contact parents; Confiscate item to be picked by parent. TOP at the end of the school year	**First Offense** Contact parent; confiscate item to be picked up by parent. **Second Offense** Contact parents; confiscate item to be picked up by parent after 5 days **Third Offense** Contact parents; confiscate item to be picked up by parent after 9 weeks **Repeated** Contact parents; confiscate item to be picked up by parent after end of school year	**First Offense** Contact parents; Confiscate item to be picked up by parent **Second Offense** Contact parents; Confiscate item to be picked up by parent after 5 days **Third Offense** Contact parents; Confiscate item to be picked up by parent; TOP at end of 9 weeks **Repeated** Contact parents; Confiscate item to be picked by parent. TOP at the end of the school year

	Behavior	Grades PK-5	Grades 6-8	Grades 9-12
16	**UCP/Wireless communication Device (Grades 9-12) –** Use of cell phone or other **WCD** during instructional time including hallways. **WCD** include cell phones and/or auxiliary/ ancillary devices such as smartwatches, smart glasses including prescription smart glasses and headphones/ earpieces are not to be out at any time and should be off during instructional time **UCP (Grades K-8) –** Use of cell phone or other **WCD** during the school day. Cell phones, smart watches, and headphones/earpieces are not to be out at any time and should be off during the entire school day. **Note:** Students who record physical altercations and post the unauthorized recording to any social media platform will be subject to disciplinary consequences	**First Offense** Contact parents; Confiscate to be picked up by parent; 1 days ISS and Turn Over to Parent **Second Offense** Contact parents; Confiscate to be picked up by parent; 1-3 days ISS and Turn Over to Parent **Third Offense** Contact parents; Confiscate to be picked up by parent; 3-5 days ISS and Turn Over to Parent **Repeated** Contact parents; Confiscate to be picked up by parent; 1-3 days OSS and Turn Over to Parent ***Refusal to turn over WCD when asked could be considered Defiance**	**First Offense** Contact parents; confiscate to be picked up by parent; 1-3 days ISS. **Second Offense** Mandatory parent conference; confiscate to be picked up by parent; 3-5 days ISS and turn over to parent **Third Offense** Mandatory parent conference; confiscate to be picked up by parent; 5 days ISS and turn over to parent **Repeated** Mandatory parent conference; confiscate to be picked up by parent; 3 days OSS and turn over to parent. ***Refusal to turn over WCD when asked could be considered Defiance**	**First Offense** Contact parents; confiscate to be picked up by parent; 1-3 days ISS and turn over to parent **Second Offense** Contact parents; confiscate to be picked up by parent; 3-5 days ISS and turn over to parent **Third Offense** Mandatory parent conference; confiscate to be picked up by parent; 5 days ISS and turn over to parent **Repeated** Mandatory parent conference; confiscate to be picked up by parent; 3 days OSS and turn over to parent ***Refusal to turn over WCD when asked could be considered Defiance**

Level 2 Behaviors

	Behavior	Grades PK-5	Grades 6-8	Grades 9-12
17	**ALP –** Physical altercation- pushing or shoving on bus or school; attempting to fight	**First Offense** Contact parents; refer to MTSS; 1-3 days ISS **Second Offense** Contact parents; conference; 5 days ISS; Referral to Threat Management **Third Offense** Mandatory parent conference; 1-3 days OSS **Repeated** Mandatory parent conference; 5-10 days OSS; Possible recommendation for Alternative Hours	**First Offense** Contact parents; 1-3 days OSS; refer to counseling **Second Offense** Mandatory parent conference; 3-5 days OSS; refer to MTSS for intervention; Refer to Threat Management **Third Offense** Mandatory parent conference; OSS 5-10 days **Repeated** Mandatory parent conference; 10 days OSS; Possible Recommendation for Alternative Placement or Expulsion	**First Offense** Contact parents; 1-3 days OSS; Refer to counseling **Second Offense** Mandatory parent conference; OSS 3-5 days; refer to MTSS for intervention; Possible Referral to the Threat Management Team **Third Offense** Mandatory parent conference; OSS 5-10 days **Repeated** Mandatory parent conference; 10 days OSS; Possible Recommendation for Alternative Placement or Expulsion
18	**ALV** – Verbal altercation- verbal only without pushing, making no attempt to fight, but disturbing class, hallway, cafeteria or otherwise normal function of school	**First Offense** Contact parents; refer to guidance/ MTSS; 1-3 days LD; 1day ISS **Second Offense** Mandatory parent conference; 3 days ISS **Third Offense** Mandatory parent conference; 1-3 days OSS **Repeated** Mandatory parent conference; 3 days OSS. Continued actions of this kind will result in longer suspension or Possible recommendation for Alternative Hours	Contact parents; WD 1-3 days; Lunch Detention 1-3 days; 1-3 days ISS **Second Offense** Mandatory parent conference; 3-5 days ISS; Refer to counseling **Third Offense** Mandatory parent conference;1- 3 days OSS; Refer to MTSS **Repeated** Mandatory parent conference; 5 days OSS; Continued actions of this kind will result in longer suspension, recommendation for Alternative Placement or Expulsion	**First Offense** Contact parents; WD 1-3 days; Lunch Detention 1-3 days; 1-3 days ISS **Second Offense** Mandatory parent conference; 3-5 days ISS; Refer to counseling **Third Offense** Mandatory parent conference;1- 3 days OSS; Refer to MTSS **Repeated** Mandatory parent conference; 5 days OSS; Continued actions of this kind will result in longer suspension, recommendation for Alternative Placement or Expulsion

	Behavior	Grades PK-5	Grades 6-8	Grades 9-12
19	**DEF –** Defiance of authority. Willful and open disobedience in a bold and challenging manner after being asked more than once	**First Offense** Contact Parents; 1-3 days ISS; 1-3 Days PD; Loss of Privileges **Second Offense** Mandatory parent conference; 3-5 Days ISS; 1-3 days OSS; Refer to MTSS **Third Offense** Contact parents; 3-5 days OSS **Repeated** Mandatory parent conference; 5-10 days OSS	**First Offense** Mandatory parent conference; 3 days OSS; referral to MTSS; refer for counseling **Second Offense** Mandatory parent conference; 5 days OSS **Third Offense** Mandatory parent conference; 10 days OSS and possible recommendation for alternative placement or possible expulsion **Repeated** Mandatory parent conference; 10 days OSS; Expulsion	**First Offense** Mandatory parent conference; 3 days OSS; referral to MTSS; refer for counseling **Second Offense** Mandatory parent conference; 5 days OSS **Third Offense** Mandatory parent conference; 10 days OSS and possible recommendation for alternative placement or possible expulsion **Repeated** Mandatory parent conference; 10 days OSS; Expulsion
20	**DRS Gang-**Open display of gang related material, activity, signs, symbols, written or facsimile	**First Offense** Mandatory parent conference; OSS 3 days; refer to MTSS; referral to Restorative Practice; Referral for counseling **Second Offense** Mandatory parent conference; OSS 5 days; referral to SRD. Possible referral to Threat Management Team **Third Offense** Mandatory parent conference; OSS 5 days. **Repeated** Mandatory parent conference; OSS 10 days	**First Offense** Mandatory parent conference; OSS 3 days; refer to MTSS; referral to Restorative Practice **Second Offense** Mandatory parent conference; OSS 5 days; referral to SRD. Possible referral to Threat Management Team; Referral for counseling **Third Offense** Mandatory parent conference; OSS 10 days; Recommendation for Alternative Placement. **Repeated** Expulsion	**First Offense** Mandatory parent conference; OSS 3 days; refer to MTSS; referral to Restorative Practice **Second Offense** Mandatory parent conference; OSS 5 days; referral to SRD. Possible referral to Threat Management Team; Referral for counseling **Third Offense** Mandatory parent conference; OSS 10 days; Recommendation for Alternative Placement. **Repeated** Expulsion
21	**FTC** Failure to report to detention, LD, WD, or misbehavior during detention, LD, WD rules	**First Offense** Contact parents; Make up missed days and add 1 day. **Second Offense** Mandatory parent conference: make up missed days and add 2 days; Refer to MTSS **Third Offense** Contact Parent; 1-3 days OSS **Repeated** Mandatory parent conference; 1-3 days OSS	**First Offense** Contact parents; add another day. **Second Offense** Mandatory parent conference; 1 day OSS; Refer to MTSS **Third Offense** Contact Parent; 3 days OSS **Repeated** Mandatory parent conference: OSS for 5 days (Continued actions may be considered defiance)	**First Offense** Contact parents; add another day or OSS 1 day. **Second Offense** Mandatory parent conference; OSS 1 day; Refer to MTSS **Third Offense** Contact Parent; OSS 3 days. **Repeated** Mandatory parent conference: OSS for 5 days (Continued actions may be considered defiance)
22	**GAM/SAL –** Gambling or unauthorized sales	**First Offense** Contact parents; 1-3 days ISS **Second Offense** Mandatory parent conference; 3-5 days ISS; Refer to MTSS **Third Offense** Mandatory parent conference and 1-3 days OSS **Repeated** Mandatory parent conference; 3-5 days OSS	**First Offense** Contact parents; 3 days ISS **Second Offense** Mandatory parent conference; 5 days ISS; Refer to MTSS **Third Offense** Mandatory parent conference and 3 days OSS **Repeated** Mandatory parent conference; 5 days OSS	**First Offense** Contact parents; 3 days ISS; Refer to counselor **Second Offense** Mandatory parent conference; 5 days ISS: Refer to MTSS **Third Offense** Contact parent; OSS 3 days **Repeated** Mandatory parent conference; 5-10 days OSS; Recommendation for Alternative Placement

	Behavior	Grades PK-5	Grades 6-8	Grades 9-12
23	**INS-**Disobedient/ noncompliant-refusal to follow the directions of school staff, school rules, classroom rules, or behavior contracts	**First Offense** Contact parents; 1-3 days LD; 1-3 days ISS **Second Offense** Contact parents; 2 PED and/or 1-3 days ISS; 3-5 LD; Refer to MTSS **Third Offense** Contact parents; 3 PED; 3-5 days ISS; 1-3 days OSS **Repeated** Same as third	**First Offense** Contact parents; 1 Day ISS **Second Offense** Mandatory parent conference; 3 days ISS; Refer to MTSS **Third Offense** Mandatory parent conference; 1-3 days OSS; Refer to Restorative Practice **Repeated** Mandatory parent conference; OSS 5 days; Further infractions could result in recommendation for Alternative Placement	**First Offense** Contact parents; 1-day ISS. **Second Offense** Mandatory parent conference; 3 days ISS; Refer to MTSS **Third Offense** Mandatory parent conference and 3 days OSS; Refer to Restorative Practice **Repeated** Mandatory parent conference; OSS 5 days; Continued behavior may result in recommendation for Alternative Placement
24	**INF –** Inciting a fight (including pushing it up; including videoing fights to share), failure to leave the area when requested by an adult	**First Offense** Contact parents; 1-3 Days ISS. Restorative Practice **Second Offense** Mandatory Parent Conference;1-3 Days OSS; Refer to counseling; Refer to MTSS **Third Offense** Mandatory Parent conference and 5 Days OSS. Refer to Threat Management, Possible recommendation for Alternative Hours **Repeated** Mandatory Parent conference and 5-10 Days OSS. Possible recommendation for Alternative Hours	**First Offense** Contact parents; OSS 1 days **Second Offense** Mandatory parent conference; OSS 3-5 days; Refer to MTSS; Refer to counseling; Possible Referral to the Threat Management Team **Third Offense** Mandatory parent conference; OSS 5 days. Possible Recommendation for Alternative Placement or Expulsion **Repeated** Mandatory parent conference; OSS 10 days; Recommendation for Alternative Placement or Expulsion	**First Offense** Contact parents; OSS 1-3 days. **Second Offense** Mandatory parent conference; OSS 3-5 days; Refer to MTSS; Refer to Restorative Practice. Possible Referral to the Threat Management Team **Third Offense** Mandatory parent conference; OSS 5 days. Possible Recommendation for Alternative Placement or Expulsion **Repeated** Mandatory parent conference; OSS 10 days; Recommendation for Alternative Placement or Expulsion
25	**LVG –** Leaving class without permission. Includes Leaving Campus without permission or failure to sign out.	**First Offense** Contact parents; 1-3 days ISS. **Second Offense** Mandatory parent conference; 3-5 days ISS; Referral to MTSS **Third Offense** Mandatory parent conference; OSS 1-3 days **Repeated** Mandatory parent conference; OSS 3-5 days	**First Offense** Contact parents; 3 days ISS. **Second Offense** Mandatory parent conference; 5 days ISS; Referral to MTSS **Third Offense** Mandatory parent conference; OSS 3 days **Repeated** Mandatory parent conference; OSS 5 days	**First Offense** Contact parents; 3 days ISS. **Second Offense** Mandatory parent conference; 5 days ISS; Referral to MTSS **Third Offense** Mandatory parent conference; OSS 3 days **Repeated** Mandatory parent conference; OSS 5 days
26	**LYG –** Giving false information (lying, forging passes or notes) **Forging of Official Document** (Doctor's Note, etc.)	**First Offense** Contact parents;1- 3 days ISS **Second Offense** Mandatory parent conference; 3-5 days ISS; Refer to MTSS. **Third Offense** Mandatory parent conference; 3-5 days ISS **Repeated** Mandatory parent conference; OSS 1-3 days;	**First Offense** Contact parents; OSS 1-3 days and/or Referral to SRD **Second Offense** Mandatory parent conference; OSS 3-5 days; Refer to MTSS; Refer to SRD **Third Offense** Mandatory parent conference; OSS 5-10 days and/or Referral to SRD **Repeated** Mandatory parent conference; OSS 10 days; Possible Recommendation for Alternative Placement	**First Offense** Contact parents; OSS 1-3 days and/or Referral to SRD **Second Offense** Mandatory parent conference; OSS 3-5 days; Refer to MTSS; Refer to SRD **Third Offense** Mandatory parent conference; OSS 5-10 days and/or Referral to SRD **Repeated** Mandatory parent conference; OSS 10 days; Possible Recommendation for Alternative Placement

	Behavior	Grades PK-5	Grades 6-8	Grades 9-12
27	**PRO –** Use of profane or obscene language, vulgar comments including handwritten or electronically (student to student)	**First Offense** Contact parents; refer to MTSS; 1-3 days LD; 1-3 days ISS **Second Offense** Contact parents; 2 PED and/or 1-3 days ISS; 3-5 LD **Third Offense** Contact parents; 3 PED; 3-5 days ISS; 1-3 days OSS **Repeated** Same as third	**First Offense** Contact parents; 1 Day ISS; LD/WD 2 days. **Second Offense** Contact parents; 3 days ISS; refer to MTSS **Third Offense** Mandatory parent conference and ISS 5 days **Repeated** Mandatory parent conference; OSS 3 days	**First Offense** Contact parents; 1-3 days LD;1-3 days WD; 1-day ISS **Second Offense** Contact parents; 3-5 days LD; 3 days ISS **Third Offense** Mandatory parent conference; 5 days ISS **Repeated** Mandatory parent conference; 3 days OSS; Referral to MTSS
28	**PRO -- Racial/Ethnic slurs—** Use of racial/ethnic slurs including handwritten or electronically (student to student)	**First Offense** Contact Parents; 1-3 Days ISS **Second Offense** Mandatory Parent Conference; 5 days ISS; 1-3 Days OSS; Referral to MTSS **Third Offense** Mandatory Parent Conference; 3-5 Days OSS **Repeated** Mandatory Parent Conference. 5 Days OSS	**First Offense** Contact Parents; 3 Days OSS **Second Offense** Mandatory Parent Conference; 5 days OSS; Referral to MTSS **Third Offense** Mandatory Parent Conference; 10 Days OSS **Repeated** Contact Parents; Recommend for Alternative Placement	**First Offense** Contact Parents; 3 Days OSS **Second Offense** Mandatory Parent Conference; 5 days OSS; Referral to MTSS **Third Offense** Mandatory Parent Conference; 10 Days OSS **Repeated** Contact Parents; Recommend for Alternative Placement
29	**PRP-**Tampering with emergency equipment-i.e. cameras, fire extinguishers, emergency phones, smoke detectors or sensors	**First Offense** Mandatory parent conference; Refer to MTSS; Restitution; 1-3 days detention **Second Offense** Contact parents; Restitution; 1-3 days OSS **Third Offense** Contact parents; Restitution; 5- 10 days OSS **Repeated** Contact parents; Restitution; 5- 10 days OSS	**First Offense** Mandatory parent conference; 5 days OSS; Referral to SRD; Refer to MTSS **Second Offense** Mandatory parent conference; 10 days OSS; Possible recommendation for Alternative Placement; Referral to SRD **Third Offense** Mandatory parent conference; 10 days OSS; Referral to SRD; Expulsion	**First Offense** Mandatory parent conference; 5 days OSS; Referral to SRD; Refer to MTSS **Second Offense** Mandatory parent conference; 10 days OSS; Possible recommendation for Alternative Placement; Referral to SRD **Third Offense** Mandatory parent conference; 10 days OSS; Referral to SRD; Expulsion
30	**SKP-**Skipping class; in hall without permission or pass	**First Offense** Contact parents;1- 3 days ISS **Second Offense** Mandatory parent conference; 3-5 days ISS; Referred to MTSS **Third Offense** Mandatory parent conference; 1-3 days OSS **Repeated** Mandatory parent conference; 3-5 days OSS	**First Offense** Contact parents; zeroes in class skipped; 3 days ISS. **Second Offense** Mandatory parent conference: zeroes in classes skipped; 5 days ISS; Referred to MTSS **Third Offense** Mandatory parent conference: zeroes in classes skipped; 3 days OSS **Repeated** Mandatory parent conference: zeroes in classes skipped; 5 days OSS (Continued actions may be considered as Defiance)	**First Offense** Contact parents; zeroes in class skipped; 3 days ISS. **Second Offense** Mandatory parent conference: zeroes in classes skipped; 5 days ISS; Referred to MTSS **Third Offense** Mandatory parent conference: zeroes in classes skipped; 3 days OSS **Repeated** Mandatory parent conference: zeroes in classes skipped; 5 days OSS (Continued actions may be considered as Defiance)

	Behavior	Grades PK-5	Grades 6-8	Grades 9-12
31	**TKG/STL –** Stealing or accessory less than $749 including possession of stolen property	**First Offense** Contact parents; 1-3 days ISS; 1-3 days WD; Restitution where needed **Second Offense** Mandatory parent conference; 5 days ISS; Restitution; refer to MTSS **Third Offense** Mandatory parent conference;1- 3 days OSS; Restitution **Repeated** Mandatory parent conference; 3-5 days OSS; Restitution	**First Offense** Contact parents; 1-3 days OSS; refer to MTSS; Restitution; refer to Restorative Practice; Referral to SRD **Second Offense** Mandatory parent conference; 3-5 days OSS; Restitution; Referral to MTSS; Referral to SRD **Third Offense** Mandatory parent conference and 5 days OSS; Referral to SRD; Restitution; Possible Recommendation for Alternative Placement **Repeated** Mandatory parent conference; 5-10 Days OSS; Restitution and Alternative Placement; Referral to SRD	**First Offense** Contact parents; 1-3 days OSS; refer to MTSS; Restitution; refer to Restorative Practice; Referral to SRD **Second Offense** Mandatory parent conference; 3-5 days OSS; Restitution; Referral to MTSS; Referral to SRD **Third Offense** Mandatory parent conference and 5 days OSS; Referral to SRD; Restitution; Possible Recommendation for Alternative Placement **Repeated** Mandatory parent conference; 5-10 Days OSS; Restitution and Alternative Placement; Referral to SRD
32	**TKG/STL (Grand Theft)** – Stealing or accessory to stealing, buying and/or selling stolen property over $750, including vehicle and/or equipment and possession of stolen property **Must be referred to SRD**	**First Offense** Mandatory parent conference; 1-3 days OSS; Referral to MTSS; restitution; Referral to SRD. **Second Offense** Contact parents; 3-5days OSS; Restitution and/or Referral to SRD; Referral for Counseling **Third Offense** Mandatory parent conference and 3-5 days OSS; Restitution; Referral to SRD; subject to arrest. **Repeated** Mandatory parent conference and 10 days OSS; Restitution; Referral to SRD; subject to arrest.	**First Offense** Mandatory parent conference; 5 days OSS; Referral to MTSS; restitution; Referral to SRD; Subject to arrest; Referral for Counseling **Second Offense** Contact parents; 10 days OSS; Restitution and/or Referral to SRD; Subject to arrest; Recommendation for Alternative Placement **Third Offense** Mandatory parent conference and 10 days OSS; Restitution; Referral to SRD; subject to arrest; Recommendation for Expulsion	**First Offense** Mandatory parent conference; 5 days OSS; Referral to MTSS; restitution; Referral to SRD; Subject to arrest; Referral for Counseling **Second Offense** Contact parents; 10 days OSS; Restitution and/or Referral to SRD; Subject to arrest; Recommendation for Alternative Placement **Third Offense** Mandatory parent conference and 10 days OSS; Restitution; Referral to SRD; subject to arrest; Recommendation for Expulsion
33	**TBC – <u>Possession</u>** of tobacco products, matches, lighters, electronic/synthetic smoking or vaping products **Must be referred to SRD** *Vaping unauthorized substances like THC or any form of marijuana or other prohibited substances, Refer to **DRU/USG.**	**First Offense** Confiscate; mandatory parent conference; 3 days ISS; Refer to MTSS; complete tobacco cessation course; Referral to SRD **Second Offense** Confiscate; mandatory parent conference; 5 days ISS; Refer for Counseling; Referral to SRD **Third Offense** Confiscate; mandatory parent conference; 3 days OSS; Referral to SRD **Repeated** Confiscate; mandatory parent conference; 3-5 days OSS; Referral to SRD	**First Offense** Mandatory parent conference; ISS 5 days; confiscate the item; Referral to SRD; referral to MTSS; Guidance; Tobacco Prevention program **Second Offense** Contact Parents; OSS 3 days; confiscation; Referral to SRD **Third Offense** Mandatory parent conference; OSS 5 days; confiscation; Referral to SRD; Possible referral for Alternative Placement **Repeated** Mandatory parent conference; OSS 10 days; Referral to SRD; Alternative Placement	**First Offense** Mandatory parent conference; ISS 5 days; confiscate the item; Referral to SRD; referral to MTSS; Guidance; Tobacco Prevention program **Second Offense** Contact Parents; OSS 3 days; confiscation; Referral to SRD **Third Offense** Mandatory parent conference; OSS 5 days; confiscation; Referral to SRD; Possible referral for Alternative Placement **Repeated** Mandatory parent conference; OSS 10 days; Referral to SRD; Alternative Placement

	Behavior	Grades PK-5	Grades 6-8	Grades 9-12
34	**TBC-<u>Use of</u>** tobacco products, matches, lighters, electronic/ synthetic smoking products or vaping products **Must be referred to SRD** *Vaping unauthorized substances like THC or any form of marijuana or other prohibited substances, Refer to **DRU/USG**	**First Offense** Mandatory parent conference; 1-3 days OSS; Referral to SRD; Refer to MTSS; completion of the Tobacco Prevention Program. **Second Offense** Mandatory parent conference; 3-5 days OSS; Possible; Referral to SRD **Third Offense** Mandatory parent conference; 5-10 days OSS; Referral to SRD **Repeated** Mandatory parent conference; 10 days OSS; Referral to SRD	**First Offense** Mandatory parent conference; 3 days OSS; Referral to SRD; Refer to MTSS; completion of the Tobacco Prevention Program. **Second Offense** Mandatory parent conference; 5 days OSS; Possible Recommendation for Alternative Placement; Referral to SRD **Third Offense** Mandatory parent conference;10 days OSS; Alternative Placement; Referral to SRD	**First Offense** Mandatory parent conference; 3 days OSS; Referral to SRD; Refer to MTSS; completion of the Tobacco Prevention Program. **Second Offense** Mandatory parent conference; 5 days OSS; Possible Recommendation for Alternative Placement; Referral to SRD **Third Offense** Mandatory parent conference;10 days OSS; Alternative Placement; Referral to SRD
35	**TRE/INT/HA (Student to Student) –** Instilling fear in others. An incident where there was no physical contact between the offender and the victim, but the victim reasonable believed that the physical harm could have occurred based on verbal or nonverbal communication by the offender. This includes threats and verbal threats of physical harm made in person, electronically or through any other means. Includes threats to hit, fight or beat up another person without a plan. Floridan Administrative Code Rule 6A-1.0017. **Must be referred to SRD**	**First Offense** Contact parents; 1-3 days ISS;1-3 Days LD; refer to MTSS; Possible referral to Threat Management; Referral to SRD **Second Offense** Mandatory parent conference; 3-5 days ISS; 3-5 Days LD; Referral to Threat Management; Referral to Counseling; Referral to SRD **Third Offense** Mandatory parent conference; 1-3 days OSS; Referral to Threat Management; Referral to SRD **Repeated** Mandatory parent conference; 3-5 days OSS; Referral to SRD	**First Offense** Mandatory parent conference;1-3 days OSS; refer to MTSS; Referral to SRD; Possible referral to the Threat Management Team **Second Offense** Contact Parents; 3 days OSS; Referral to SRD; Referral to the Threat Assessment Team; Refer to Counseling **Third Offense** Contact parent; 5 days OSS; Referral to SRD; Possible Recommendation to Alternative Placement **Repeated** Mandatory parent conference; 10 days OSS; Possible Expulsion; Referral to SRD	**First Offense** Mandatory parent conference;1-3 days OSS; refer to MTSS; Referral to SRD; Possible referral to the Threat Management Team **Second Offense** Contact Parents; 3 days OSS; Referral to SRD; Referral to the Threat Assessment Team; Refer to Counseling **Third Offense** Contact parent; 5 days OSS; Referral to SRD; Possible Recommendation to Alternative Placement **Repeated** Mandatory parent conference; 10 days OSS; Possible Expulsion; Referral to SRD
36	**UNA –** Being in an unauthorized area without permission (including computer use searching/ viewing unauthorized/ inappropriate material)	**First Offense** Contact parents; 1 day PD; 1Day LD; 1 day ISS; 1 day detention; if Unauthorized Internet Use – access privileges on a probationary period of 30 days **Second Offense** Mandatory parent conference; 3 days ISS; Refer to MTSS if Unauthorized Internet use-access privileges on a probationary period of 30-90 days **Third Offense** Mandatory parent conference and OSS 3 days; if Unauthorized Internet use-access privileges on a probationary period of 90 days **Repeated** Parent contact and OSS 3 days	**First Offense** Contact parents;1 day ISS, if Unauthorized Internet Use – access privileges on a probationary period of 30 days in addition to 1 day detention. Use only for assignments **Second Offense** Contact parents; 3 days ISS; if Unauthorized Internet use-access privileges on a probationary period of 90 days in addition to 3 days detention. Use only for assignments **Third Offense** Mandatory parent conference; OSS 3 days, if Unauthorized Internet use-access privileges are suspended for the remainder of the school year in addition to 3 days OSS **Repeated** Parent contact and OSS 5 days	**First Offense** Contact parents;1 day ISS, if Unauthorized Internet Use – access privileges on a probationary period of 30 days in addition to 1 day detention. Use only for assignments **Second Offense** Contact parents; 3 days ISS; if Unauthorized Internet use-access privileges on a probationary period of 90 days in addition to 3 days detention. Use only for assignments **Third Offense** Mandatory parent conference; OSS 3 days, if Unauthorized Internet use-access privileges are suspended for the remainder of the school year in addition to 3 days OSS **Repeated** Parent contact and OSS 5 days

	Behavior	Grades PK-5	Grades 6-8	Grades 9-12
37	**USG –** Possession/use of unauthorized medication, over the counter without parent permit on file *Sharing over the counter medications with other students could result in more severe consequences.	**First Offense** Contact parents; 1-3 days ISS; referral to MTSS; referral to SRD **Second Offense** Mandatory parent conference and 3-5 days ISS; refer to guidance; referral to SRD **Third Offense** Mandatory parent conference; 1-3 days OSS; referral to SRD **Repeated** Mandatory parent conference; 5-10 days OSS; referral to SRD;	**First Offense** Contact parents; 3 days ISS; referral to MTSS; referral to SRD **Second Offense** Mandatory parent conference and 5 days ISS; refer to guidance; referral to SRD **Third Offense** Mandatory parent conference; 3 days OSS; referral to SRD **Repeated** Mandatory parent conference; 10 days OSS; referral to SRD; Recommend Alternative Placement	**First Offense** Contact parents; 3 days ISS; referral to MTSS; referral to SRD **Second Offense** Mandatory parent conference and 5 days ISS; refer to guidance; referral to SRD **Third Offense** Mandatory parent conference; 3 days OSS; referral to SRD **Repeated** Mandatory parent conference; 10 days OSS; referral to SRD; Recommend Alternative Placement
38	**VAN-**Vandalism/defacing/ destroying school property under $999 value	**First Offense** Mandatory parent conference; Restitution; 1-3 days ISS **Second Offense** Contact parents; Restitution; 1-3 days OSS; Refer to MTSS **Third Offense** Contact parents; Restitution; 5- 10 days OSS **Repeated** Mandatory Parent Conference; Restitution; 5- 10 days OSS	**First Offense** Mandatory parent conference; Restitution; 5 days OSS; Referral to MTSS; Referral to SRD **Second Offense** Mandatory parent conference; Restitution; 10 days OSS; Possible Recommendation to Alternative Placement: Refer to SRD **Third Offense** Mandatory parent conference; Restitution; 10 days OSS; Expulsion	**First Offense** Mandatory parent conference; Restitution; 5 days OSS; Referral to MTSS; Referral to SRD **Second Offense** Mandatory parent conference; Restitution; 10 days OSS; Possible Recommendation to Alternative Placement: Refer to SRD **Third Offense** Mandatory parent conference; Restitution; 10 days OSS; Expulsion
39	**VAN –** Vandalism/defacing/ destroying school property (over $1,000 value) **Must be referred to SRD**	**First Offense** Mandatory parent conference; Restitution; 3-5 days OSS; Referral to MTSS **Second Offense** Mandatory parent conference; Restitution; 5-10 days OSS. **Third Offense** Mandatory parent conference; Restitution; 5-10 days OSS. **Repeated**	**First Offense** Mandatory parent conference; Restitution; 5-10 days OSS; Referral to MTSS; Possible recommendation for Alternative Placement; Referral to SRD **Second Offense** Mandatory parent conference; Restitution; 10 days OSS; Referral to SRD; Expulsion	**First Offense** Mandatory parent conference; Restitution; 5-10 days OSS; Referral to MTSS; Possible recommendation for Alternative Placement; Referral to SRD **Second Offense** Mandatory parent conference; Restitution; 10 days OSS; Referral to SRD; Expulsion

Level 3 Behaviors

	Behavior	Grades PK-5	Grades 6-8	Grades 9-12
40	**ALC-**possessing, using, or being under the influence of alcohol **(SESIR-Level IV) Must be referred to SRD**	**First Offense** parent conference; notify SRD; refer to MTSS; 3-5 days OSS; Refer to Threat Management; Referral to SRD **Second Offense** Mandatory parent conference; notify SRD and 5-10 days OSS; Referral to SRD **Third Offense** Mandatory parent conference; notify SRD and 10 days OSS; Referral to SRD **Repeated** Mandatory parent conference; notify SRD and 10 days OSS; Referral to SRD. Recommend Alternative Hours	**First Offense** Mandatory parent conference and 5 days OSS; referral to MTSS/Mental Health; Alcohol counseling; Possible recommendation for Alternative Placement; Referral to SRD **Second Offense** Mandatory parent conference and 5-10 days OSS; referral to MTSS/ Mental Health; Alcohol counseling; Recommendation for Alternative Placement or Expulsion; Referral to SRD **Third Offense** Mandatory parent conference; 10 days OSS; Recommend Expulsion; Referral to SRD	**First Offense** Mandatory parent conference and 5 days OSS; referral to MTSS/Mental Health; Alcohol counseling; Possible recommendation for Alternative Placement; Referral to SRD **Second Offense** Mandatory parent conference and 5-10 days OSS; referral to MTSS/ Mental Health; Alcohol counseling; Recommendation for Alternative Placement or Expulsion; Referral to SRD **Third Offense** Mandatory parent conference; 10 days OSS; Recommend Expulsion; Referral to SRD

	Behavior	Grades PK-5	Grades 6-8	Grades 9-12
41	**ALC-**Sale or distribution of alcohol **(SESIR-Level IV) Must be referred to SRD**	**First Offense** parent conference; notify SRD; refer to MTSS; 3-5 days OSS; Refer to Threat Management; Referral to SRD **Second Offense** Mandatory parent conference; notify SRD and 10 days OSS; Referral to SRD. Recommend Alternative Hours	**First Offense** Mandatory parent conference; 10 days OSS; Recommend Expulsion; Referral to SRD; subject to arrest; refer to MTSS; referral to Mental Health Counselor	**First Offense** Mandatory parent conference; 10 days OSS; Recommend Expulsion; Referral to SRD; subject to arrest; refer to MTSS; referral to Mental Health Counselor
42	**BUL –** Bullying **(SESIR Level IV)**	**First Offense** Contact parents; 1-3 days ISS if substantiated; refer to counseling; refer to MTSS; Character Education Lesson **Second Offense** Mandatory parent conference; 5 days ISS if substantiated; Possible referral to Threat Management **Third Offense** Mandatory parent conference. 3-5 days OSS if substantiated **Repeated** Mandatory parent conference; 5-10 days OSS if substantiated	**First Offense** Contact parents, if substantiated; refer to guidance/Mental Health; refer to MTSS; 1-3 days OSS **Second Offense** Mandatory parent conference, if substantiated; 5 days OSS. Threat Assessment **Third Offense** Mandatory parent conference, if substantiated; 10 days OSS; Recommendation Alternative Placement	**First Offense** Contact parents, if substantiated; refer to guidance/Mental Health; refer to MTSS; 1-3 days OSS **Second Offense** Mandatory parent conference, if substantiated; 5 days OSS. Threat Assessment **Third Offense** Mandatory parent conference, if substantiated; 10 days OSS; Recommendation Alternative Placement
43	**CAI-**Careless act causing injury	**First Offense** Contact parents; 3 days ISS; refer to MTSS; Refer to Counseling **Second Offense** Mandatory Parent Conference; 1-3 days OSS; Possible Recommendation for Threat Assessment. **Third Offense** Contact parents; 3-5 days OSS; refer to MTSS. **Repeated** Mandatory Parent Conference; 5 days OSS; Possible Recommendation for Alternative Hours.	**First Offense** Contact parents; 3 days OSS; refer to MTSS; Refer to Counseling **Second Offense** Parent Contact; 5 days OSS; Refer for Threat Assessment; Refer to SRD **Third Offense** Mandatory parent conference; 5-10 days OSS; Possible Recommend for Alternative Placement; referral to SRD **Repeated** Mandatory parent conference; 10 days OSS; Recommend Expulsion; subject to arrest	**First Offense** Contact parents; 3 days OSS; refer to MTSS; Refer to Counseling **Second Offense** Parent Contact; 5 days OSS; Refer for Threat Assessment; Refer to SRD **Third Offense** Mandatory parent conference; 5-10 days OSS; Possible Recommend for Alternative Placement; referral to SRD **Repeated** Mandatory parent conference; 10 days OSS; Recommend Expulsion; subject to arrest
44	**CAM-Minor Campus Disruption--**Threatening to disrupt school and/or fight		**First Offense** Mandatory parent conference and 5 days OSS; refer to MTSS; referral to SRD; Refer to Restorative Practice; Referral to the Threat Management **Second Offense** Mandatory parent conference; 10 days OSS; Recommend to Mental Health; Possible Recommendation for Alternative Placement or Expulsion; Referral to SRD. Subject to Arrest **Third Offense** Mandatory parent conference; 10 days OSS; Expulsion; Refer to SRD. Subject to arrest	**First Offense** Mandatory parent conference and 5 days OSS; refer to MTSS; referral to SRD; Refer to Restorative Practice; Referral to the Threat Management **Second Offense** Mandatory parent conference; 10 days OSS; Recommend to Mental Health; Possible Recommendation for Alternative Placement or Expulsion; Referral to SRD. Subject to Arrest **Third Offense** Mandatory parent conference; 10 days OSS; Expulsion; Refer to SRD. Subject to arrest

	Behavior	Grades PK-5	Grades 6-8	Grades 9-12
45	**CON**-Contraband—Possession of and/or distributes materials or items, other than weapons or firearms or other dangerous objects which are not allowed on school property, transportation, or at school-sponsored events. May include, but is not limited to, lighters, eyebrow trimmers, or concealed self-defense chemical spray, Lighters, Matches, Toy guns etc.	**First Offense** Contact Parents; Confiscate item(s); 1-3 Days LD; 1-3 days PED; 1-3 Days ISS. **Second Offense** Mandatory Parent Conference; Confiscate item(s); Refer to SRD; 3-5 Days ISS; Possible refer to Threat Management Team. **Third Offense** Contact Parents; 3 Days OSS. Refer to SRD; Refer to Threat Management Team; Refer to Mental Health **Repeated** Mandatory Parent Conference; Confiscate item(s); Refer to SRD; 5 Days OSS; Possible refer to Threat Management Team.	**First Offense** Contact Parents; Confiscate item(s); 3-5 Days ISS. **Second Offense** Mandatory Parent Conference; 5 Days ISS; 1-3 Days OSS; Refer to SRD; Possible Recommend to Threat Management Team; Refer to Mental Health **Third Offense** Contact Parents; 5 Days OSS; Refer to SRD; Refer to Threat Management Team; Possible recommend for Alternative Placement **Repeated** Mandatory Parent Conference; 10 Days OSS; Refer to SRD; Recommend Alternative Placement; Possible Recommendation for Expulsion	**First Offense** Contact Parents; Confiscate item(s); 3-5 Days ISS. **Second Offense** Mandatory Parent Conference; 5 Days ISS; 1-3 Days OSS; Refer to SRD; Possible Recommend to Threat Management Team; Refer to Mental Health **Third Offense** Contact Parents; 5 Days OSS; Refer to SRD; Refer to Threat Management Team; Possible recommend for Alternative Placement **Repeated** Mandatory Parent Conference; 10 Days OSS; Refer to SRD; Recommend Alternative Placement; Possible Recommendation for Expulsion
46	**DEF –** Defiance of authority. Willful and open disobedience in a bold and challenging manner after being asked more than once	**First Offense** Mandatory parent conference; 1-3 days ISS; referral to MTSS; Referral to counseling. Refer to Restorative Practice **Second Offense** Mandatory parent conference; 5-10 days ISS; Possible **Third Offense** Mandatory parent conference and 3-5 days OSS. **Repeated** Mandatory parent conference and 5 days OSS.	**First Offense** Mandatory parent conference; 5 days OSS; referral to MTSS; Referral to counseling. Refer to Restorative Practice **Second Offense** Mandatory parent conference; 5-10 days OSS; Possible Recommendation for Alternative Placement **Third Offense** Mandatory parent conference and 10 days OSS; Recommend Alternative Placement **Repeated** Mandatory parent conference and 10 days OSS; Recommend Alternative Placement; Possible Recommendation for Expulsion	**First Offense** Mandatory parent conference; 5 days OSS; referral to MTSS; Referral to counseling. Refer to Restorative Practice **Second Offense** Mandatory parent conference; 5-10 days OSS; Recommendation for Alternative Placement **Third Offense** Mandatory parent conference and 10 days OSS; Recommend Alternative Placement **Repeated** Mandatory parent conference and 10 days OSS; Recommend Alternative Placement; Possible Recommendation for Expulsion
47	**DIS – Disrespect** - means using words, actions, or body language that demean, insult, mock, or intentionally disregard a school employee or volunteer. It includes any behavior that challenges a staff member's authority or disrupts the classroom learning environment.	**First Offense** Contact parents; 1-3 days ISS; 3 Days LD; 3 Days PED; Character Education Lesson **Second Offense** Mandatory Parent Conference; 3 days ISS; Refer to MTSS. **Third Offense** Contact parents; 3-5 days ISS; Refer to Mental Health **Repeated** Contact parents; 3-5 days ISS.	**First Offense** Contact parents; 3-5 Days LD; 3 days ISS; Refer to Restorative Practice **Second Offense** Mandatory parent conference and 5 days ISS: Refer to MTSS **Third Offense** Mandatory parent conference; 5 days ISS. **Repeated** Mandatory parent conference; 3 days OSS	**First Offense** Contact parents; 3-5 Days LD; 3 days ISS; Refer to Restorative Practice **Second Offense** Mandatory parent conference and 5 days ISS: Refer to MTSS **Third Offense** Mandatory parent conference; 5 days ISS. **Repeated** Mandatory parent conference; 3 days OSS
48	**DIS-Gross Disrespect**-Using profanity or obscene gestures directed towards a school staff or public service personnel	**First Offense** Mandatory Parent Conference; 1-3 days OSS; Character Education Lesson; Refer to MTSS **Second Offense** Parent Contact; 3-5 days OSS; Refer to Mental Health **Third Offense** Contact parents; 3-5 days OSS **Repeated** Mandatory Parent Conference; 5 days OSS.	**First Offense** Mandatory parent conference; 5 days OSS; refer to MTSS; refer to Restorative Practice; Referral to counseling **Second Offense** Mandatory parent conference; 5 days OSS. Possible Threat Assessment **Third Offense** Mandatory parent conference; 10 days OSS; Possible Recommendation for Alternative Placement. **Repeated** Mandatory parent conference; 10 days OSS. Recommend Alternative Placement; Recommend Expulsion	**First Offense** Mandatory parent conference; 5 days OSS; refer to MTSS; refer to Restorative Practice; Referral to counseling **Second Offense** Mandatory parent conference; 5 days OSS. Possible Threat Assessment **Third Offense** Mandatory parent conference; 10 days OSS; Possible Recommendation for Alternative Placement. **Repeated** Mandatory parent conference; 10 days OSS. Recommend Alternative Placement; Recommend Expulsion

	Behavior	Grades PK-5	Grades 6-8	Grades 9-12
49	**DRU/USG -Illegal drug possession or use (SESIR Level III)-**The use or possession of any drug, narcotic, controlled substance, or any substance when used for chemical intoxication including Marijuana/Cannabis. Use means the person is caught in the act of using, admits using, or is discovered to have used in the course of an investigation. **Must be referred to SRD**	**First Offense** Mandatory parent conference; 10 days OSS; Recommend Threat Assessment; Possible Recommendation for Alternative Hours; Possible recommendation for Expulsion; Refer to MTSS; Refer to Mental Health; Referral to SRD; Subject to Arrest **Second Offense** Mandatory parent conference; 10 days OSS; Recommend Alternative Hours. Possible Recommendation for Expulsion; Referral to SRD: Subject to arrest	**First Offense** Mandatory parent conference; 10 days OSS; Recommend Threat Assessment; Recommend Alternative Placement; Possible recommendation for Expulsion; Refer to MTSS; Referral to SRD; Subject to Arrest **Second Offense** Mandatory parent conference; 10 days OSS; Recommend Expulsion; Referral to SRD: Subject to arrest	**First Offense** Mandatory parent conference; 10 days OSS; Recommend Threat Assessment; Recommend Alternative Placement; Possible recommendation for Expulsion; Refer to MTSS; Refer to Mental Health; Referral to SRD; Subject to Arrest **Second Offense** Mandatory parent conference; 10 days OSS; Recommend Expulsion; Referral to SRD: Subject to arrest
50	**FIT Fighting (SESIR Level III)** with or without injury on school grounds or school bus. Note: Self-Defense – a student has the right to protect self from uninvited physical harm or injury. A valid claim of self-defense requires the danger of bodily harm to have been imminent, that the student was unable to decline or escape the conflict, that the student did not say or do anything for the purpose of provoking another student, and that the student used reasonable force and restraint in protecting him/herself. Retaliation is not self-defense. **Must be referred to SRD**	**First Offense** Mandatory parent conference; refer to MTSS; 1-3 days OSS; Referral for Counseling; Refer to SRD **Second Offense** Contact parents conference. 3-5 days OSS; Possible referral to Threat Management Team; Refer to SRD **Third Offense** Mandatory parent conference. 5-10 days OSS; Possible recommendation to Alternative School hours; Refer to SRD **Repeated** Mandatory parent conference; 5-10 days OSS; Possible recommendation for Alternative Hours or Expulsion; Refer to SRD	**First Offense** Mandatory parent conference; 5 days OSS; refer to MTSS; Referral to SRD; Possible Civil Citation; Subject to arrest; Refer to Restorative practice; Possible referral to the Threat Management Team **Second Offense** Mandatory parent conference; 10 days OSS; Referral to SRD; Subject to arrest; Referral to Mental Health; Referral to the Threat Management Team; Possible Recommendation for Alternative Placement **Third Offense** Mandatory parent conference; 10 days OSS; Recommendation for Alternative Placement or Expulsion Referral to SRD; Subject to arrest **Repeated** Mandatory parent conference; 10 days OSS; Recommend Expulsion; Referral to SRD; Subject to arrest	**First Offense** Mandatory parent conference; 5 days OSS; refer to MTSS; Referral to SRD; Possible Civil Citation; Subject to arrest; Refer to Restorative practice; Possible referral to the Threat Management Team **Second Offense** Mandatory parent conference; 10 days OSS; Referral to SRD; Subject to arrest; Referral to Mental Health; Referral to the Threat Management Team; Possible Recommendation for Alternative Placement **Third Offense** Mandatory parent conference; 10 days OSS; Recommendation for Alternative Placement or Expulsion Referral to SRD; Subject to arrest **Repeated** Mandatory parent conference; 10 days OSS; Recommend Expulsion; Referral to SRD; Subject to arrest
51	**FWK** – Unauthorized possession, sale, or storage of unlit fireworks or firecrackers on MCSD property, at a school function, Transportation or extracurricular/co-curricular activity **Igniting fireworks will result in DOC**	**First Offense** Contact Parents; Confiscate item(s); 1-3 Days LD; 1-3 days PED; 1-3 Days ISS. **Second Offense** Mandatory Parent Conference; Confiscate item(s); Refer to SRD; 3-5 Days ISS; Possible refer to Threat Management Team. **Third Offense** Contact Parents; 3 Days OSS. Refer to SRD; Refer to Threat Management Team; Refer to Mental Health **Repeated** Mandatory Parent Conference; Confiscate item(s); Refer to SRD; 5 Days OSS; Possible refer to Threat Management Team.	**First Offense** Mandatory parent conference; confiscate; 5 days ISS; refer to MTSS; referral to SRD **Second Offense** Mandatory parent conference; confiscate; 3 days OSS; Refer to Threat Management Team; referral to SRD **Third Offense** Mandatory parent conference; confiscate; OSS 10 days; Recommend Alternative Placement	**First Offense** Mandatory parent conference; confiscate; 5 days ISS; refer to MTSS; referral to SRD **Second Offense** Mandatory parent conference; confiscate; 3 days OSS; Refer to Threat Management Team; referral to SRD **Third Offense** Mandatory parent conference; confiscate; OSS 10 days; Recommend Alternative Placement

	Behavior	Grades PK-5	Grades 6-8	Grades 9-12
52	**HA –Harassment (Student to Student)** 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. **(SESIR 4)**	**First Offense** Mandatory parent conference;1-5 days ISS; refer to MTSS; Referral to SRD; Possible referral to the Threat Management Team **Second Offense** Mandatory parent conference;1- 3 days OSS; Referral to SRD; Refer to Mental Health; Possible referral to the Threat Assessment Team **Third Offense** Mandatory parent conference; 5 days OSS; Referral to SRD **Repeated** Mandatory parent conference; 5-10 days OSS; Referral to SRD	**First Offense** Mandatory parent conference;1-3 days OSS; refer to MTSS; Restorative Practice: Referral to SRD; Possible referral to the Threat Management Team **Second Offense** Mandatory parent conference; 5 days OSS; Refer to Mental Health; Referral to SRD; Possible referral to the Threat Assessment Team **Third Offense** Mandatory parent conference; 10 days OSS; Recommendation for Alternative Placement or Expulsion: Refer to SRD	**First Offense** Mandatory parent conference; Refer to MTSS; 3 -10 days OSS based on severity; Refer to Restorative Practice: possible referral to the Threat Management Team; Refer to Mental Health; Referral to SRD **Second Offense** Mandatory parent conference; 10 days OSS; Recommendation for Alternative Placement or Expulsion: Refer to SRD
53	**HAZ** – Hazing **(SESIR 3)** Any action that endangers health or safety of a student grades 6 through 12 for purposes of initiation or admission into a school group, club or team, or any brutality of a physical nature, such as whipping, beating, branding, or exposure to the elements. **Must be referred to SRD**		**First Offense** Mandatory parent conference; 3 days OSS; Suspension from extracurricular activities; Referral to SRD; refer to MTSS **Second Offense** Mandatory parent conference; 5 days OSS; Referral to SRD; dismissed from extracurricular activities for the remainder of the year	**First Offense** Mandatory parent conference; 3 days OSS; Suspension from extracurricular activities; Referral to SRD; refer to MTSS **Second Offense** Mandatory parent conference; 5 days OSS; Referral to SRD; dismissed from extracurricular activities for the remainder of the year
54	**LYG –** Intentionally making false accusations that jeopardize the reputation, employment or professional certification of a teacher or other school staff	**First Offense** Mandatory parent conference and 1-3 days OSS. **Second Offense** Mandatory parent conference; 3-5 days OSS; Refer to MTSS; Refer to Mental Health **Third Offense** Mandatory parent conference; 10-day OSS; Possible Recommend Alternative hours	**First Offense** Mandatory parent conference and 5 days OSS. **Second Offense** Mandatory parent conference; 10 days OSS; Refer to MTSS; Refer to Mental Health; Refer to Threat Management **Third Offense** Mandatory parent conference; 10 days OSS and expulsion.	**First Offense** Mandatory parent conference and 5 days OSS. **Second Offense** Mandatory parent conference; 10 days OSS; Refer to MTSS; Refer to Mental Health; Refer to Threat Management **Third Offense** Mandatory parent conference; 10 days OSS and expulsion.
55	**PHA-Simple Battery (Student to student)–** An actual and intentional touching or striking of another person against his or her will, or the intentional causing of bodily harm to an individual; including hitting, kicking, tripping, pushing, or hitting by throwing an object on bus or school. **Must be referred to SRD**	**First Offense** Contact parents; 1-3 days OSS; Referral to SRD **Second Offense** Mandatory Parent Conference. 3-5 days OSS; Refer to Mental Health; Refer to Threat Management Team. Referral to SRD **Third Offense** Contact parents 5-10 days OSS. Referral to SRD **Repeated** Mandatory Parent Conference. 10 days OSS; Possible Recommendation to Alternative Hours; Referral to SRD	**First Offense** Contact parents; 1-3 days OSS; referral to MTSS; Possible referral to Threat Management Team; Referral to SRD; Possible Civil Citation **Second Offense** Mandatory parent conference and 3-5 days OSS; Referral to Threat Management Team; Referral to SRD **Third Offense** Mandatory parent conference; OSS 10 days; Referral to SRD; Possible recommendation for Alternative Placement or Expulsion	**First Offense** Mandatory parent conference; 3 days OSS; referral to MTSS; Referral to SRD; Possible Referral to the Threat Management; Restorative Practice; Possible Civil Citation. **Second Offense** Mandatory parent conference; 5 days OSS; Referral to Mental Health; Referral to SRD **Third Offense** Mandatory parent conference; OSS 10 days; Referral to SRD. Recommendation for Alternative Placement or Expulsion

	Behavior	Grades PK-5	Grades 6-8	Grades 9-12
56	**PHA-Simple Battery** Towards teachers or district employees **Must be referred to SRD**	**First Offense** Contact parents; 3-10 days OSS; refer to mental health counseling; refer to MTSS; Referral to SRD; Referral to Threat Management **Second Offense** Contact parents; 5-10 days OSS; refer to mental health counseling; refer to district discipline committee; Referral to SRD **Third Offense** Contact parents; 10 days OSS; Recommend Alternative Hours; Referral to SRD	**First Offense** Mandatory parent conference; 10 days OSS; Refer to Mental Health; Refer to SRD; Referral to Threat Management Team; Possible recommendation for Alternative Placement or Expulsion	**First Offense** Mandatory parent conference; 10 days OSS; Refer to Mental Health; Refer to SRD; Referral to Threat Management Team; Possible recommendation for Alternative Placement or Expulsion
57	**PNW -Other Dangerous Objects –** Possession of Dangerous Objects, This offense includes, but is not limited to, BB guns or pellet guns, air soft guns, paintball guns and replicas of any gun or weapon, water/gel bead gun, common pocket knives (blade length is less than 2.5 inches), razor blades, box cutter/utility knife, ice picks, other pointed instruments, pepper spray, Taser, ammunition, firearm magazines, firearm cartridges. (entire definition listed on P. 31) **Must be referred to SRD** **Note: brandishing, using or threatening to use any of the above objects will be classified as a weapon**	**First Offense** Mandatory parent conference; Refer to MTSS; 1-5 days OSS; Team; Referral to SRD. **Second Offense** Mandatory parent conference; Refer to MTSS; 5-10 days OSS; Threat Management Team; Possible recommendation for Alternative Placement or Expulsion; Referral to SRD **Third Offense** Mandatory parent conference; 10 days OSS; Threat Management Team; Possible recommendation for Alternative Hours or Expulsion Referral to SRD	**First Offense** Mandatory parent conference; Refer to Threat Management Team; Refer to MTSS; 5-10 days OSS. Possible recommendation for Alternative Placement or Expulsion. Referral to SRD; Subject to arrest **Second Offense** Mandatory parent conference; 10 days OSS; Referral to SRD; Subject to arrest; Recommendation for Alternative Placement or Expulsion	**First Offense** Mandatory parent conference; Refer to Threat Management Team; Refer to MTSS; 5-10 days OSS. Possible recommendation for Alternative Placement or Expulsion. Referral to SRD; Subject to arrest **Second Offense** Mandatory parent conference; 10 days OSS; Referral to SRD; Subject to arrest; Recommendation for Alternative Placement or Expulsion
58	**SXA Sexual Assault-**An incident that includes fondling, indecent liberties, child molestation, or threatened rape. Both males and females can be victims of sexual assault. **Must be referred to SRD**	**First Offense** Mandatory parent conference; refer to MTSS; 5-10 days OSS; Possible Recommend Alternative Hours; Referral to SRD; subject to arrest; Referral to the Threat Management Team **Second Offense** Mandatory parent conference; 10 days OSS; Recommend Alternative Hours; Referral to SRD; subject to arrest.	**First Offense** Mandatory parent conference; refer to MTSS; 10 days OSS; Recommend Expulsion; Referral to SRD; subject to arrest; Referral to the Threat Management Team	**First Offense** Mandatory parent conference; refer to MTSS; 10 days OSS; Recommend Expulsion; Referral to SRD; subject to arrest; Referral to the Threat Management Team
59	**SXH Sexual Harassment** Harassing conduct can include verbal or nonverbal actions, including graphic and written statements, and may include statements made through computers, cellphones, and other devices connected to the internet. **Must be referred to SRD**	**First Offense** Mandatory parent conference; refer to MTSS; Refer to counseling; 1-3 days OSS; Referral to SRD **Second Offense** Mandatory parent conference; 3 days OSS; Referral to SRD **Third Offense** Mandatory parent conference; 5 days OSS; Referral to SRD **Repeated** Mandatory parent conference; 5-10 days OSS; Possible expulsion; Referral to SRD	**First Offense** Mandatory parent conference; refer to MTSS; Refer to counseling; 1-3 days OSS; Referral to SRD **Second Offense** Mandatory parent conference; 3 days OSS; Referral to SRD **Third Offense** Mandatory parent conference; 5 days OSS; Referral to SRD **Repeated** Mandatory parent conference; 5-10 days OSS; Possible expulsion; Referral to SRD	**First Offense** Mandatory parent conference; 5 days OSS; Refer to MTSS; restorative practice. **Second Offense** Mandatory parent conference; 10 days OSS; refer to SRD **Third Offense** Mandatory parent conference; 10 days OSS; Expulsion; Referral to SRD

	Behavior	Grades PK-5	Grades 6-8	Grades 9-12
60	**SXM (Minor)- SXM** Sexual Misconduct which consists of sexual advances, sexually abusive and intimidating behavior, requests for sexual favors, or inappropriate oral, written, electronic (downloading, showing, texting or sending pictures of a pornographic nature), or physical contact or conduct of a sexual nature	**First Offense** Mandatory parent conference; refer to MTSS; 1-3 days OSS; Refer to Guidance **Second Offense** Mandatory parent conference; 3 days OSS; Refer to Mental Health **Third Offense** Mandatory parent conference and 5 days OSS **Repeated** Mandatory parent conference and 10 days OSS: Possible Recommendation to Alternative Hours	**First Offense** Mandatory parent conference; 5 days OSS; Possible referral to the Threat Management Team; Referral to MTSS; refer to SRD **Second Offense** Mandatory parent conference; 10 days OSS; Alternative Placement or Expulsion, Expulsion; Refer to SRD	**First Offense** Mandatory parent conference; 5 days OSS; Referral to the Threat Management Team; Referral to MTSS; Refer to SRD **Second Offense** Mandatory parent conference; 10 days OSS; Recommendation for Alternative Placement or Expulsion, Expulsion; Refer to SRD
61	**SXO Sexual Offense (Other)** Lewdness, indecent exposure; other sexual contact including intercourse, without force or threat of force. Subjecting an individual to lewd gestures, sexual activity, or exposing private body parts in a lewd manner. **Must be referred to SRD**	**First Offense** Mandatory parent conference; refer to MTSS; 5-10 days OSS; Possible Recommend Alternative Hours; Referral to SRD; subject to arrest; Referral to the Threat Management Team **Second Offense** Mandatory parent conference; 10 days OSS; Recommend Alternative Hours; Referral to SRD; subject to arrest.	**First Offense** Mandatory parent conference; 10 days OSS; Referral to MTSS; Recommendation for Alternative Placement or Expulsion; Referral to SRD **Second Offense** Mandatory parent conference; 10 days OSS and expulsion; Referral to SRD	**First Offense** Mandatory parent conference; 10 days OSS; Referral to MTSS; Recommendation for Alternative Placement or Expulsion; Referral to SRD **Second Offense** Mandatory parent conference; 10 days OSS; Expulsion; Refer to SRD
62	**TRS Trespassing (Non-Classroom Offense)** Entering and or remaining in a building and/or school property without permission **Must be referred to SRD**	**First Offense** Mandatory parent conference; 1-3 days OSS; refer to MTSS; Referral to SRD **Second Offense** Mandatory parent conference;3- 5 days OSS; Referral to SRD; Subject to arrest **Third Offense** Mandatory parent conference; 5-10 days OSS; Possible expulsion; Referral to SRD	**First Offense** Mandatory parent conference; 3 days OSS; refer to MTSS; Referral to SRD **Second Offense** Mandatory parent conference; 5 days OSS; Referral to SRD; Subject to arrest **Third Offense** Mandatory parent conference; 10 days OSS; Possible expulsion; Referral to SRD	**First Offense** Mandatory parent conference; Refer to MTSS; 3 days OSS; Referral to SRD **Second Offense** Mandatory parent conference; 5 days OSS; referral to SRD; Subject to arrest **Third Offense** Mandatory parent conference; 10 days OSS; Expulsion; Referral to SRD; subject to arrest
63	**UEC (Teacher of Administration Computer)** Improper computer use; unauthorized entry into any computer system, altering, deleting system files, downloading inappropriate materials	**First Offense** Contact parents; 3 days OSS and no use of computer for the remainder of the year; referral to MTSS **Second Offense** Contact parents; 5 days OSS and no use of computer for remainder of the year **Third Offense** Contact parents; OSS 10 days; Possible recommendation for Alternative Placement or Expulsion	**First Offense** Mandatory parent conference; 3 days OSS and no use of computer for the remainder of the year; Referral to MTSS **Second Offense** Mandatory parent conference; 5 days OSS and no use of computer for the remainder of the year **Third Offense** Mandatory parent conference; OSS 10 days; Expulsion	**First Offense** Mandatory parent conference; 3 days OSS and no use of computer for the remainder of the year; Referral to MTSS **Second Offense** Mandatory parent conference; 5 days OSS; No use of computer for remainder of the year **Third Offense** Mandatory parent conference; 5 days OSS; No use of computer for remainder of the year

Level 4 Behaviors

	Behavior	Grades PK-5	Grades 6-8	Grades 9-12
64	**ARS –** Arson **Must be referred to SRD**	**First Offense** Mandatory parent conference; 10 days OSS. Alterative Hours or expulsion; referral to MTSS; Refer to Mental Health; Referral to the Threat Management Team Referral to SRD; Subject to arrest	**First Offense** Mandatory parent conference; 10 days OSS and expulsion; referral to MTSS; Referral to the Threat Management Team Referral to SRD; Subject to arrest	**First Offense** Mandatory parent conference; Referral to the Threat Management Team; 10 days OSS and Expulsion; Referral to MTSS; Referral to SRD; Subject to arrest

	Behavior	Grades PK-5	Grades 6-8	Grades 9-12
65	**BAT (Agg. Battery) –** When one student physically attacks another student with the intent to do bodily harm. A battery occurs when the attacker intentionally or knowingly causes more serious injury such as: great bodily harm, permanent disability, or permanent disfigurement; uses a deadly weapon **Must be referred to SRD**	**First Offense** Mandatory parent conference; refer to MTSS; Refer to Mental Health; Referral to the Threat Management Team; 5-10 days OSS Recommendation for Alternative Hours or Expulsion; Referral to SRD; Subject to arrest	**First Offense** Mandatory parent conference; refer to MTSS; Refer to Mental Health; Referral to the Threat Management Team; 10 days OSS; Recommend Alternative placement or Expulsion; Referral to SRD; Subject to arrest	**First Offense** Mandatory parent conference; Refer to MTSS; Referral to the Threat Management Team; 10 days OSS; Recommendation for Alternative Placement or Expulsion; Referral to SRD; Subject to arrest
66	**BAT (Agg. Battery)–** Assault or battery on a school staff member or public service personnel **Must be referred to SRD**	**First Offense** Mandatory parent conference; refer to MTSS; Refer to Mental Health; Referral to the Threat Management Team; 10 days OSS Recommendation for Alternative Hours or Expulsion; Referral to SRD; Subject to arrest	**First Offense** Mandatory parent conference; refer to MTSS; Referral to the Threat Management Team; 10 days OSS Recommendation for Alternative Placement or Expulsion; Referral to SRD; Subject to arrest	**First Offense** Mandatory parent conference; refer to MTSS; Referral to the Threat Management Team; 10 days OSS Recommendation for Alternative Placement or Expulsion; Referral to SRD; Subject to arrest
67	**BRK -**Breaking and entering/ burglary into a school property	**First Offense** Mandatory parent conference; Refer to MTSS; 5-10 days OSS; Possible Recommendation for Alternative Hours or Expulsion Referral to SRD; subject to arrest	**First Offense** Mandatory parent conference; Refer to MTSS; 10 days OSS; Possible Recommendation for Alternative Placement or Expulsion Referral to SRD; subject to arrest	**First Offense** Mandatory parent conference; Refer to MTSS; 10 days OSS; Possible Recommendation for Alternative Placement or Expulsion Referral to SRD; subject to arrest
68	**DOC (Non-Classroom Offense)** Serious campus disruption including pulling a fire alarm, inciting a riot, bomb threat, threat to shoot someone or shoot up school with a firearm. Including any behavior or actions which causes the school, building or transportation to enact safety measures. Includes disruption to transportation and school sponsored events. Includes threats to schools, transportation or school sponsored activity. Making false reports concerning planting a bomb or explosives, using weapons in a violent manner. **Must be referred to SRD** **Threats to schools, Transportation or School sponsored activities is a Zero Tolerance Offense under Section 1006.13, Florida Statutes.**	**First Offense** Mandatory parent conference; refer to MTSS; Referral to the Threat Management Team; 5-10 days OSS; Possible recommendation for Alternative Placement or Expulsion; Referral to SRD; Subject to arrest	**First Offense** Mandatory parent conference; Refer to MTSS; Referral to the Threat Management Team; 10 days OSS and expulsion; Referral to SRD; Subject to arrest	**First Offense** Mandatory parent conference; Refer to MTSS; Referral to the Threat Management Team; 10 days OSS and expulsion; Referral to SRD; Subject to arrest
69	**DRD –** Sale or distribution of drugs, and or controlled substances* This includes counterfeit drugs. This offense also includes delivery or sale of drug paraphernalia (**Note: Lookalikes) Must be referred to SRD**	**First Offense** Mandatory parent conference; Refer to MTSS; Referral to the Threat Management Team; 10 days OSS and Expulsion; Referral to SRD; Subject to arrest	**First Offense** Mandatory parent conference; Refer to MTSS; Referral to the Threat Management Team; 10 days OSS and Expulsion; Referral to SRD; Subject to arrest	**First Offense** Mandatory parent conference; Refer to MTSS; Referral to the Threat Management Team; 10 days OSS and Expulsion; Referral to SRD; Subject to arrest

	Behavior	Grades PK-5	Grades 6-8	Grades 9-12
70	**EXT –** Extortion/Coercion/ Blackmail **Must be referred to SRD**	**First Offense** Mandatory parent conference; 5-10 days OSS; Referral to MTSS; Referral to the Threat Management Team Referral to SRD **Second Offense** Mandatory parent conference; Refer to Mental Health;5-10 days OSS and/or Expulsion; Referral to SRD	**First Offense** Mandatory parent conference; 10 days OSS; Referral to MTSS; Referral to the Threat Management Team Referral to SRD **Second Offense** Mandatory parent conference; Refer to Mental Health; 10 days OSS and/or Expulsion; Referral to SRD	**First Offense** Mandatory parent conference; 10 days OSS; Referral to MTSS; Referral to the Threat Management Team Referral to SRD **Second Offense** Mandatory parent conference; Refer to Mental Health; 10 days OSS and/or Expulsion; Referral to SRD
71	**HOM/KID/OMC –** Homicide, kidnapping, other serious harmful activities resulting in law enforcement intervention **Must be referred to SRD**	**First Offense** Mandatory parent conference; Referral to the Threat Management Team 10 days OSS and Expulsion/Alternative Hours; Referral to SRD; Subject to arrest	**First Offense** Mandatory parent conference; Referral to the Threat Management Team 10 days OSS and Expulsion; Referral to SRD; Subject to arrest	**First Offense** Mandatory parent conference; Referral to the Threat Management Team 10 days OSS and Expulsion; Referral to SRD; Subject to arrest
72	**INT/TRE/HA (Teachers of staff, including Bus Drivers) –** Instilling fear in others-an incident where there was no physical contact between the offender and the victim, but the victim reasonable believed that the physical harm could have occurred based on verbal or nonverbal communication by the offender. This includes threats and verbal threats of physical harm made in person, electronically or through any other means. **Must be referred to SRD**	**First Offense** Mandatory Parent Conference; 3-5 days OSS; Refer to Threat Management Team; Recommend Mental Health; Possible recommendation to Alternative Hours; Refer to SRD **Second Offense** Mandatory Parent Conference; 5-10 days OSS; Possible recommendation to Alternative Hours; Possible Expulsion; Refer to SRD	**First Offense** Mandatory parent conference; Refer to MTSS; 10 days OSS; Referral to the Threat Management Team Possible Recommendation for Alternative Placement or Expulsion; Referral to SRD; Referral to Restorative Practice **Second Offense** Mandatory parent conference; 10 days OSS; Expulsion; Referral to SRD; Subject to arrest	**First Offense** Mandatory parent conference; Refer to MTSS; 10 days OSS; Referral to the Threat Management Team Possible Recommendation for Alternative Placement or Expulsion; Referral to SRD; Referral to Restorative Practice **Second Offense** Mandatory parent conference; 10 days OSS; Expulsion; Referral to SRD; Subject to arrest
73	**PHA-Simple Battery (**Towards teachers, staff or district employees). An actual and intentional touching or striking of another person against his or her will, or the intentional causing of bodily harm to an individual; including hitting, kicking, tripping, pushing, or hitting by throwing an object on bus or school. **Must be referred to SRD**	**First Offense** Mandatory parent conference; 5-10 days OSS; Refer to SRD; Referral to Threat Management Team; Possible recommendation for Alternative Hours **Second Offense** Mandatory parent conference; 10 days OSS; Refer to SRD; Referral to Threat Management Team; Recommendation for Alternative Hours or Expulsion	**First Offense** Mandatory parent conference; 10 days OSS; Refer to SRD; Referral to Threat Management Team; Possible recommendation for Alternative Placement or Expulsion	**First Offense** Mandatory parent conference; 10 days OSS; Refer to SRD; Referral to Threat Management Team; Possible recommendation for Alternative Placement or Expulsion
74	**ROB –** Robbery **Must be referred to SRD**	**First Offense** Mandatory parent conference; refer to MTSS; Referral to the Threat Management Team; Refer to Mental Health; 10 days OSS; Recommendation for Alternative Hours or Expulsion Referral to SRD; Subject to arrest	**First Offense** Mandatory parent conference; refer to MTSS; Referral to the Threat Management Team; 10 days OSS; Recommendation for Alternative Placement or Expulsion Referral to SRD; Subject to arrest	**First Offense** Mandatory parent conference; refer to MTSS; Referral to the Threat Management Team; 10 days OSS; Recommendation for Alternative Placement or Expulsion Referral to SRD; Subject to arrest
75	**SXB (Rape) Sexual Battery –** Attempted or actual forced or attempted oral, anal, or vaginal penetration by using a sexual organ or an object simulating a sexual organ or the anal or vaginal penetration of another by any body part or foreign object. Both males and females can be victims of sexual battery. **Must be referred to SRD**	**First Offense** Mandatory parent conference; refer to MTSS; Referral to the Threat Management Team; 10 days OSS and Expulsion; Referral to SRD; Subject to arrest	**First Offense** Mandatory parent conference; refer to MTSS; Referral to the Threat Management Team; 10 days OSS and Expulsion; Referral to SRD; Subject to arrest	**First Offense** Mandatory parent conference; refer to MTSS; Referral to the Threat Management Team; 10 days OSS and Expulsion; Referral to SRD; Subject to arrest

	Behavior	Grades PK-5	Grades 6-8	Grades 9-12
76	**WPO** – firearm, weapon, and/or destructive device ("weapons") as defined in Chapter 790 of the Florida Statutes. This includes, but is not limited to, possessing or carrying a weapon on his/her person, in a vehicle, container or other conveyance. **Must be referred to SRD**	**First Offense** Mandatory parent conference; refer to MTSS; Referral to the Threat Management Team; 10 days OSS; Recommendation for Alternative Hours or Expulsion; Refer to Mental Health; Referral to SRD; Subject to arrest	**First Offense** Mandatory parent conference; refer to MTSS; Referral to the Threat Management Team; 10 days OSS and Expulsion; Referral to SRD; Subject to arrest	**First Offense** Mandatory parent conference; refer to MTSS; Referral to the Threat Management Team; 10 days OSS and Expulsion; Referral to SRD; Subject to arrest

Other possible Consequences

1. Verbal Reprimand
2. Assign Special Work or Projects
3. School Beautification
4. Loss of Privileges
5. Behavior Contract
6. Saturday School Detention
7. Schedule Change
8. Loss of Computer privileges
9. Loss of Driving Privileges
10. No Contact Contract
11. Refer to Mental Health
12. Restorative Practice
13. After School Detention
14. Restitution
15. Suspension/Removal of network access
16. Periodic Behavior Report
17. Suspension from Extracurricular activities

Principals/Assistant principals/Deans have the authority to adjust punishment due to the evaluation of the circumstances surrounding the case or incident. A good faith effort to contact Parent or Guardian will be made during the referral process.

Discipline for students with disabilities will be handled on an individual basis. The decision belongs to the principal or his designee in this and all situations afforded by law.

If a student receives out-of-school suspension they are prohibited from attending school, any school sponsored activities or athletic events.

Due to privacy and confidentiality, parents may NOT view video evidence of inappropriate behavior(s) unless all faces of students not belonging to the viewers' family are blurred or otherwise removed and video has not been entered into evidence with law enforcement agencies.

PRE-K – 12 BUS DISCIPLINE GRID
Unacceptable Behaviors on School Bus

	Behavior	First Offense	Second Offense	Third Offense	Repeated
1	**EAT** – Eating or drinking	Verbal or written reprimand	Parent conference	3 days bus suspension	5 days bus suspension
2	**INS** – Failing to sit in the seat assigned by the bus operator	Verbal or written reprimand	Parent conference	3 day bus suspension	5 day bus suspension
3	**PRO** – Use of profanity Student to Student (-12)	Verbal or written reprimand 1 day detention	1-3 days bus suspension 1-3 days bus suspension	3-5 days bus suspension 3-5 days bus suspension	5 days bus suspension 3-5 days bus suspension
4	**FTF** – Failing to utilize required safety equipment on the bus	Verbal or written reprimand	3-5 days bus suspension	5-10 days bus suspension	Possible suspension from the bus for the remainder of the school year
5	**FTF** – Disrupting, distracting, or disobeying a bus operator Grades 9-2	Verbal or written reprimand and/or 1 day bus suspension; 1 day detention Verbal or written reprimand and or 1-day bus suspension; 1 day detention	3 days bus suspension 1-3 days bus suspension	5 days bus suspension 3-5 days bus suspension	5 days bus suspension 3-5 days bus suspension
6	**FTF** – Getting out of the seat while the bus is in motion. Includes lying down in the seat or feet in the seat.	Verbal or written reprimand	3-5 days bus suspension	5-10 days bus suspension	Possible suspension from the bus for the remainder of the school year

	Behavior	First Offense	Second Offense	Third Offense	Repeated
7	**FTF**-Loud talking, talking at railroad, inappropriate remarks or spitting out of the bus window at other students, pedestrians, or motorists	Verbal or written reprimand and/or 1 day bus suspension	3-5 days bus suspension	5-10 days bus suspension	Possible suspension from the bus for the remainder of the school year
8	**HSP** – Horse playing	Verbal or written reprimand, bus suspension	3-5 days bus suspension	5-10 days bus suspension	Possible suspension from the bus for the remainder of the school year
9	**DIS** – Gross disrespect of the driver or assistant including using profanity towards the driver or monitor	5 days bus suspension	10 days bus suspension	Possible suspension from the bus for the remainder of the school year	
10	**FTF** – Placing head, arms, or legs outside the window on the bus	3-5 days bus suspension	5-10 days bus suspension	Possible suspension from the bus for the remainder of the school year	
11	**FTF –** Opening a school bus emergency door and/or exiting the bus when the bus is stopped, unless directed by the school bus operator in an emergency or during an evacuation drill.	3-5 days bus suspension	5-10 days bus suspension	Possible suspension from the bus for the remainder of the school year	
12	**FTF –** Opening a school bus emergency exit door while the bus is in motion.	3-5 days bus suspension	Possible suspension from the bus for the remainder of the school year		
13	**THR –** Throwing objects on the bus or out of the window of the bus, which may or may not cause injury to persons or physical damage	3-5 days bus suspension	5-10 days bus suspension	Possible suspension from the bus for the remainder of the school year	
14	**THR –** Throwing objects at a bus after leaving the bus, which may or may not cause injury to persons or physical damage	3-5 days bus suspension	5-10 days bus suspension	Possible suspension from the bus for the remainder of the school year	
15	**VAN –** Vandalism of seats or other bus equipment	3-5 days bus suspension and/or school; Restitution	5-10 days bus suspension and/or school; Restitution	Possible suspension from the bus for the remainder of the school year; Restitution	
16	**INS –** Boarding or attempting to board a bus route other than the student's assigned bus route or attempting to leave the school bus at other than the student's assigned bus stop without permission of the school principal or designee	3-5 days bus suspension and/or school	5-10 days bus suspension and/or school	Possible suspension from the bus for the remainder of the school year	
17	**AGG/FIT/PHA –** Fighting, hitting, kicking, tripping, pushing or attempt to hit on bus. Attempting to hit with or throw an object at another student. **Students fighting on the bus will be suspended from school and bus.**	Contact parent; 3-5 days OSS; referral to SRO; refer to MTSS	Mandatory parent conference; 5-10 days OSS	Mandatory parent conference; 10 days OSS; Recommendation for Alternative Placement or Expulsion possible suspension from the bus for the remainder of the school year	
18	**TBC –** Use of tobacco products, matches, lighters, electronic/ synthetic smoking or vaping products. **Must be referred to SRO**	Contact parent; 3-5 days OSS; referral to MTSS; completion of the Tobacco Prevention Program	Mandatory parent conference; 5-10 days OSS	Mandatory parent conference; 10 days OSS; expulsion	
19	**ALC – P**ossessing, using or being under the influence of alcohol. **Must be referred to SRO**	Mandatory parent conference; 5 days OSS; referral to MTSS; referral to SRO	Mandatory parent conference; 10 day OSS; referral to MTSS; referral to SRO; Expulsion		

	Behavior	First Offense	Second Offense	Third Offense	Repeated
20	**ALC –** Sale or distribution of alcohol **Must be referred to SRO**	Mandatory parent conference; refer to MTSS; 10 days OSS; Possible Recommendation for Alternative Placement or Expulsion ; referral to SRO; subject to arrest	Mandatory parent conference; 10 days OSS; Expulsion; referral to SRO; subject to arrest		
21	**DRD/USG –** Possession, use or under the influence of drugs, and or controlled substances **(including Look-a-likes) Must be referred to SRO**	Mandatory parent conference; 10 days OSS; Recommendation for Alternative Placement or Expulsion ; referral to SRO; subject to arrest; referral to MTSS	Mandatory parent conference; 10 days OSS; Expulsion; referral to SRO; subject to arrest		
22	**DRD –** Sale or distribution of drugs, and or controlled substances. This includes counterfeit drugs. This offense also includes delivery or sale of drug paraphernalia **(including Look-a-likes). Must be referred to SRO**	Mandatory parent conference; 10 days OSS; Expulsion; referral to SRO; subject to arrest			
23	**INT/TRE/HA (Teachers or Staff including Bus Drivers) –** Instilling fear in others- An incident where there was no physical contact between the offender and the victim, but the victim reasonable believed that the physical harm could have occurred based on verbal or nonverbal communication by the offender. This includes threats and verbal threats of physical harm made in person, electronically or through any other means. **Must be referred to SRO**	Mandatory parent conference; 10 days OSS; refer to MTSS; Possible Recommendation for Alternative Placement or Expulsion; Referral to SRO	Mandatory parent conference; 10 days OSS; Expulsion; Referral to SRO		

Suspension from bus includes suspension from all district transportation.

Principals/Assistant principals/Deans have the authority to adjust punishment due to the evaluation of the circumstances surrounding the case or incident. A good faith effort to contact parent or Guardian will be made during the referral process

Discipline for students with disabilities will be handled on an individual basis. The disciplinary decisions belong to the principal or his/her designee to affect all situations as afforded by law.

Unexcused Absences Grades 6-8 – All absences, which have not been specifically identified as excused, are unexcused absences. A student's absences due to suspension from school for a disciplinary problem will be considered unexcused absences.

If a student receives out-of-school suspension, they are prohibited from attending school, any school sponsored activities or athletic events

Bridge Program Discipline 2026-2027

1st Offense – 3 days OSS

2nd Offense – 5 days OSS

3rd Offense – 10 days OSS

Principals/Assistant principals/Deans have the authority to adjust punishment due to the evaluation of the circumstances surrounding the case or incident. A good faith effort to contact parent or Guardian will be made during the referral process.

Discipline for students with disabilities will be handled on an individual basis. The disciplinary decisions belong to the principal or his/her designee to affect all situations as afforded by law.

Unexcused Absences Grades 9-12 – All absences, which have not been specifically identified as excused, are unexcused absences.

If a student receives out-of-school suspension, they are prohibited from attending school, any school sponsored activities or athletic events.

Due to privacy and confidentiality, parents may *NOT* view video evidence of inappropriate behavior(s) unless all faces of students not belonging to the viewers' family are blurred or otherwise removed and video has not been entered into evidence with law enforcement agency.

EMPLOYEE AUTHORITY AND PROTECTION

1. Instructional personnel shall be permitted to refer students to the administration when they observe violations of the school rules, regulations, and the Madison County Code of Student Conduct.
2. The BOARD recognizes its responsibility to give all reasonable support and assistance to employees with respect to the maintenance of control of discipline. Therefore, when an employee refers a student to an administrator for disciplinary action, administrative action will be consistent with the student conduct and discipline code.
3. A teacher may remove from class a student: (a) who has been documented by the teacher to repeatedly interfere with the teacher's ability to communicate effectively with the students in the class or with the ability of the student's classmates to learn; or (b) whose behavior the teacher determines is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to communicate effectively with students in the class or with the ability of the student's classmates to learn.
4. If a teacher removes a student from class, the principal may place the student in another appropriate classroom, in in-school suspension, or in an alternative education program; or the principal may recommend the student for out-of-school suspension or expulsion, as appropriate. The student may be prohibited from attending or participating in school-sponsored or school-related activities. The principal may not return the student to that teacher's class without the teacher's consent unless the committee established herein determines that such placement is the best or only available alternative. The teacher and the Placement Review Committee must render decisions within five (5) days of the removal of the student from the classroom.
5. Each school shall establish a Placement review committee to determine placement of a student when a teacher withholds consent to the return of a student to the teacher's class. Committee membership shall include the following: (a) two (2) teachers selected by the school's faculty; (b) one (1) member from the school's staff who is selected by the principal; and (c) one (1) alternate teacher selected by the school's faculty to serve on the Committee in the event that a teacher on the committee is the teacher who withheld consent to readmitting the student. The Committee shall meet during the work day.

988 SUICIDE & CRISIS LIFELINE

24/7 CALL, TEXT, CHAT

We can all help prevent suicide. The 988 Lifeline provides 24/7, free and confidential support for people in distress, prevention and crisis resources for you or your loved ones, and best practices for professionals in the United States.

EXPLORE THE FACTS ON VAPING

TOBACCO PREVENTION

FLTOBACCOPREVENTION.ORG

https://www.thefactsnow.com/vaping/



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.

https://getfortifyfl.com/

Note! Detach and Return - Please sign and return the form to your child's school.

NOTICE OF RECEIPT

PARENTS AND STUDENTS
PLEASE SIGN AND RETURN THIS FORM

Failure to return this form will not relieve you or your parent/guardian from responsibility to know the contents of the Code of Student Conduct and will not excuse your non-compliance with the Code of Student Conduct.

Student Name (please print)	Grade	School

I have received a copy and am aware of the contents of the Madison County Code of Student Conduct. I am aware that supervision is provided 30 minutes before school begins and 30 minutes after school ends.

Parent/Guardian (print name)	Date

Parent/Guardian Signature

Telephone	Mobile/Cell	Alternate/Emergency

STUDENT SIGNATURE

I have received a copy of and instruction on the contents of the Madison County Code of Student Conduct.

Student Name	Date

Student Signature

Note! Detach and Return - Please sign and return the form to your child's school.

Madison County School District

Notice of Right to Opt-Out of the Pledge of Allegiance and Student Request Form

Return this form only if you wish to exclude your child from reciting the Pledge of allegiance

Section I: Legal Notice to Parents, Guardians, and Students

In accordance with Section 1003.44, Florida Statutes, and the Madison County School District Code of Student Conduct, the Pledge of Allegiance must be recited at the beginning of each school day in all public schools.

Florida law guarantees that any student has the right to opt-out of reciting or standing for the Pledge of Allegiance upon the written request of their parent or legal guardian.

- **The Right to Decline:** A student may excuse themselves from standing, placing their hand over their heart, and reciting the Pledge.
- **Respectful Environment:** Students who choose to opt-out have the right to remain seated and silent without facing any penalty, embarrassment, or disciplinary action.
- **Student Responsibility:** Students who opt-out must remain quiet and respectful so they do not disrupt or interfere with other students who choose to participate in the observance.

Section II: Parent/Guardian Request and Authorization

By signing below, I request that my child be excused from standing for and reciting the Pledge of Allegiance during the school day and at school-sponsored events.

I understand that this request will remain on file and in effect for the duration of the current school year unless I submit a written request to revoke it.

- Parent/Guardian Printed Name: _____
- Relationship to Student: _____
- Phone Number: (_____) _____ - _____
- Email Address: _____
- Parent/Guardian Signature: _____
- Date: _____

Instructions for School Staff: File the original copy in the student's cumulative folder. Inform the student's homeroom/first-period teacher immediately to ensure compliance.

Note! Detach and Return - Please sign and return the form to your child's school.

DISTRICT SCHOOL BOARD OF MADISON COUNTY
Internet Acceptable Use Policy and Guidelines

The Internet provides an exciting opportunity to expand learning for students and educators. However, with opportunity comes responsibility for appropriate use.

Network Resources

The Internet serves as an electronic highway connecting thousands of computers all over the world and millions of individual subscribers. Students, teachers, and administrators may have access to any of the following depending on school connection procedures:

- Worldwide electronic mail services.
- Global information and news as well as the opportunity to correspond with other institutions.
- Public domain and shareware computer software of all types.
- Discussion groups on plethora of topics.
- Access to many Florida University and Community College Library Catalogs, as well as others from around the world.

Network Warning

With access to computers and people all over the world also comes the availability of materials that may not be considered of educational value in the context of a school setting. There may be some material, individual contacts or communications, which are not suitable for school-aged children. The District School Board of Madison County views information retrieval from the network in the same capacity as information retrieval from reference materials identified by schools. Specifically, the District School Board of Madison County supports those that will enhance the research and inquiry of the learner with directed guidance from faculty and staff. However, on a global network it is impossible to control all materials and an industrious user may discover inappropriate information. At school, each student's access to and use of the network will be under the teacher's direction and monitored as a regular instructional activity. The District School Board of Madison County, however, cannot prevent the possibility that some users may access material that is not consistent with the educational mission, goals, and policies of the District School Board of Madison County.

General Policy and Guidelines

It is a general policy that the network facilities are to be used in a responsible, efficient, ethical, and legal manner in accordance with the mission of District School Board of Madison County. Users and parents must acknowledge their understanding of the general policy and guidelines as a condition of using the Internet via the school network and Internet browser.

Failure to adhere to the policy and guidelines may result in suspending or revoking the offender's privilege of access.

Student Network Responsibility Contract

Please read the following carefully before signing this document. This is a legally binding contract and must be signed before you will be given access to the Internet.

The Internet is an "information highway" connecting thousands of computers all over the world and millions of individual people. With access to computers around the world also comes the availability of some material that may not be considered to be educational value within the context of the school setting. However, users of the network must adhere to educational goals of his/her school at all times.

The Acceptable Use Policy and Guidelines have been established by the District School Board of Madison County. If any user violates any of these provisions, his or her access to the network will be terminated and all future access could possibly be denied. The signatures at the end of this document are legally binding and indicate the parties who signed have read the terms and conditions carefully and understand their significance.

School Name: _____

Printed Student Name: _____ Grade: _____

Student Number: _____

Student Signature: _____

Date: _____

This student contract is not valid without the completion of the parental consent form.

Parent or Guardian Network Responsibility Contract

As the parent or guardian of _____I have read the Terms and Conditions of the District School Board of Madison County Acceptable Use Policy and Guidelines. I understand that this access is designed for educational purposes. However, I also recognize it is impossible for District School Board of Madison County to restrict access to all controversial materials and I will not hold them responsible for materials acquired on the network. Further, I accept full responsibility for suspension if and when my child's use is not in a school setting. I hereby give my child permission to use the network.
Without parental consent this contract will not be validated and Internet privileges will not be permitted.

Print Parent or Guardian Name: _____

Parent or Guardian Signature: _____

Date: _____

Note! Detach and Return - Please sign and return the form to your child's school.

Note! Detach and Return - Please sign and return the form to your child's school.

2026-2027 PARENT AND STUDENT NOTIFICATION

Student Name: _____ Date:_____

The Madison County School District's Code of Student Conduct for Pre-K through grade 12 has been developed to help your son/daughter gain the greatest possible benefit from his/her school experience. Parents/guardians have the responsibility for the actions of their children and should be involved in their children's education. Parents/guardians should take special notice of the attendance and tardy sections of this Code as well as the suspension and expulsion provisions. Please note the attendance policies and their effect on other policies, such as sports eligibility, compulsory school age, and driving privileges. Parents/guardians should also take special note of information in Section II entitled "Public Notice", which includes, but is not limited to, your child's educational records, the release of directory information (i.e., Armed Forces) and possible participation in student surveys (i.e. Florida Youth Substance Abuse Survey).

The school needs your help and cooperation. When you have read and discussed the Code of Student Conduct with your son/daughter, please sign this sheet, remove it from the booklet, and return it to the school. This form will be kept in your son's/daughter's curriculum folder for the current school year.

The Madison County School District (MCSD) is not responsible for the supervision of students on school grounds until 30 minutes prior to the start of the regular school day or a scheduled event, or beyond 30 minutes after the regular school day or scheduled event. Please refer to your school's beginning and ending hours and arrange for supervision of your child accordingly. (1003.31, Florida Statutes)

Failure to return this acknowledgement will not relieve a student, or the parent/guardian of the student, from responsibility for knowledge of the contents of the Code of Student Conduct and will not excuse non-compliance by the student of the Code of Student Conduct.

Student Name: _____

Parent/Guardian Name: _____

Date: _____

Note! Detach and Return - Please sign and return the form to your child's school.

Madison County School District
2026-2027 MEDIA RELEASE FORM

Madison County Schools strives to celebrate the accomplishments of its students by sharing information with the community. To do this, the school or district may submit press releases to local media (newspapers, radio, television, online news blogs) that include student names, student work, student photographs, and video and/or voice recordings. In addition, the school or district may choose to publish and/or display this information in school or district-sponsored publications, at various school or public functions, on website(s), and various social media channels. While the intent of this practice is to be informative and celebratory, the District recognizes that concerns may arise regarding a student's right to privacy. **If you agree** to allow MCSD to publish and/or display such information about your student for noncommercial purposes and without cost, **no action is required.**

If you DO NOT grant permission for MCSD to release your child's name, photograph, schoolwork, and/or video or voice recording in the manner stated above, you must complete, sign and return this Media Release Non-Consent form to your child's school. Please note that the Media Release Non-Consent Form is available in the administrative office of your child's school and on the school web site, and a signed form is considered valid for one (1) school year.

By signing and returning this form to my child's school, I formally state that I **DO NOT** grant permission to MCSD to release my child's name, photograph, audio and/or video recording, or displays of work in the manner stated above, during the current school year.

I DO NOT grant permission:

Student Name (please print)_____

Parent Name (please print) _____

Parent Signature _____

Date _____

Note! Detach and Return - Please sign and return the form to your child's school.

2026-2027 Madison County School District Bullying/ Harassment Reporting Form

Bullying and harassment are violations of school district policies, rules, and regulations and, in some cases, may also be a violation of criminal or other laws. Thus bullying or harassment of students is not tolerated by Madison County Public Schools. For more information regarding this policy, please refer to the Board Policies located on our district website.

*** Indicates required question**

1. Which School Do you attend? *

Check all that apply.

- ☐ Madison County High School
- ☐ Madison County Central
- ☐ MCAA
- ☐ JMPHS
- ☐ Bridge
- ☐ Waypoint

2. First Name of the person making the report: (leave Blank if you wish to be anonymous)

_____

3. Last Name of the person making the report: (leave Blank if you wish to be anonymous)

_____

4. Grade of the person being bullied/harassed*

- ☐ 2nd
- ☐ 3rd
- ☐ 4th
- ☐ 5th
- ☐ 6th
- ☐ 7th
- ☐ 8th
- ☐ 9th
- ☐ 10th
- ☐ 11th
- ☐ 12th

5. First Name of victim (person that was bullied/harassed): *

_____

6. Last Name of victim (person that was bullied/harassed) : *

_____

7. First Name of alleged harasser or bully: *

_____

8. Last Name of alleged harasser or bully: *

_____

9. Date of incident:

Give the approximate date and time the incident occurred.

_____

Example: January 7, 2019 11:03 AM

10.Location of the incident:*

Give the approximate location of the incident.

Check all that apply.

- ☐ Classroom
- ☐ Restroom/Locker Room
- ☐ Lunch/Commons
- ☐ Parking Lot
- ☐ Away from school
- ☐ Hallway
- ☐ Gym
- ☐ Bus
- ☐ Before/After School sponsored activity
- ☐ Other: _____

11. Nature of Discrimination or Harassment:*

Check all that apply.

- ☐ Age
- ☐ Gender Identity
- ☐ Physical Attribute
- ☐ Race/Color
- ☐ Sex
- ☐ Socioeconomic Background
- ☐ Disability
- ☐ National Origin/Ethnic Background
- ☐ Physical/Mental Ability
- ☐ Religion
- ☐ Sexual Orientation
- ☐ Other: _____

12. Type of Harassment:*

Check all that apply

- ☐ Verbal (Name calling, Rumors)
- ☐ Physical Assault (Hitting, Pushing, Bumping, throwing things at)
- ☐ Intimidation ☐ Public Humiliation (shaming in front of other people)
- ☐ Electronic communication (cyber bullying)
- ☐ Social/Relational (excluded from group...)
- ☐ Public Humiliation (shaming in front of other people)
- ☐ Destroying Property
- ☐ Other: _____

13. Description of the incident:*

Provide a detailed description of what happened and/or what was said.*

_____

_____

_____

14. Name of witnesses (if any): _____

15. Any other information:

Include reference to evidence you may have including text messages, posts,pictures...

Your answer

_____

_____

_____

16. How often has this issue occurred?*

Mark only one oval.

- ○ This was the first time
- ○ 3 times of less
- ○ 5 times or less
- ○ 6 times or more

17. Was this issue previously reported?*

Please enter the name of who this issue was previously reported to in the Other Information field.

Check all that apply.

- ☐ No, First time reported
- ☐ Previously reported to teacher
- ☐ Previously reported to administrator
- ☐ Other: _____
- ☐ Previously reported to bus driver
- ☐ Previously reported to counselor
- ☐ Previously reported to parent

18. I agree that all of the information is accurate and true to the best of my knowledge:

Check all that apply.

- ☐ Yes
- ☐ No

The use of illicit drugs and the unlawful possession and use of alcohol or tobacco is wrong and harmful. Should you or any member of your family need help with problems related to drugs or alcohol, help is available from the sources listed below and on the attached card.

Toll Free Numbers

AIDS/HIV Information **1-800-352-2437**

Alcohol Hotline **1-800-344-2666**

Alcohol and Drug Hotline **1-800-ALCOHOL**

Treatment, Intervention, and Prevention Programs

Addiction Recovery Center/
Tallahassee Community Hospital,
Tallahassee FL **850–656–5112**

Apalachee Center for
Human Services, Madison FL **850–973–5124**

Archbold Northside Center for
Behavioral and Psychiatric Care, **229–228–8100 (Bus.)**
Thomasville GA **1–800–241–9339**

Disc Village, Inc., Tallahassee FL **850–575–4388**

Greenleaf Center, Valdosta GA **1–800–247–2747**

Turn About, Inc., Tallahasee FL **850–671–1920**

Cut along dotted lines and retain in a safe place for your information

Toll Free Numbers

AIDS/HIV Information **1-800-352-2437**

Alcohol Hotline **1-800-344-2666**

Alcohol and Drug Hotline **1-800-ALCOHOL**

The use of illicit drugs and the unlawful possession and use of alcohol or tobacco is wrong and harmful. Should you or any member of your family need help with problems related to drugs or alcohol, help is available from the sources listed on this card.

Madison County Drug Free Schools

Treatment, Intervention, and Prevention Programs

Addiction Recovery Center/ Tallahassee Community Hospital, Tallahassee FL	**850–656–5112**
Apalachee Center for Human Services, Madison FL	**850–973–5124**
Archbold Northside Center for Behavioral and Psychiatric Care, Thomasville GA	**229–228–8100 (Bus.)** **1–800–241–9339**
Disc Village, Inc., Tallahassee FL	**850–575–4388**
Greenleaf Center, Valdosta GA	**1–800–247–2747**
Turn About, Inc., Tallahasee FL	**850–671–1920**