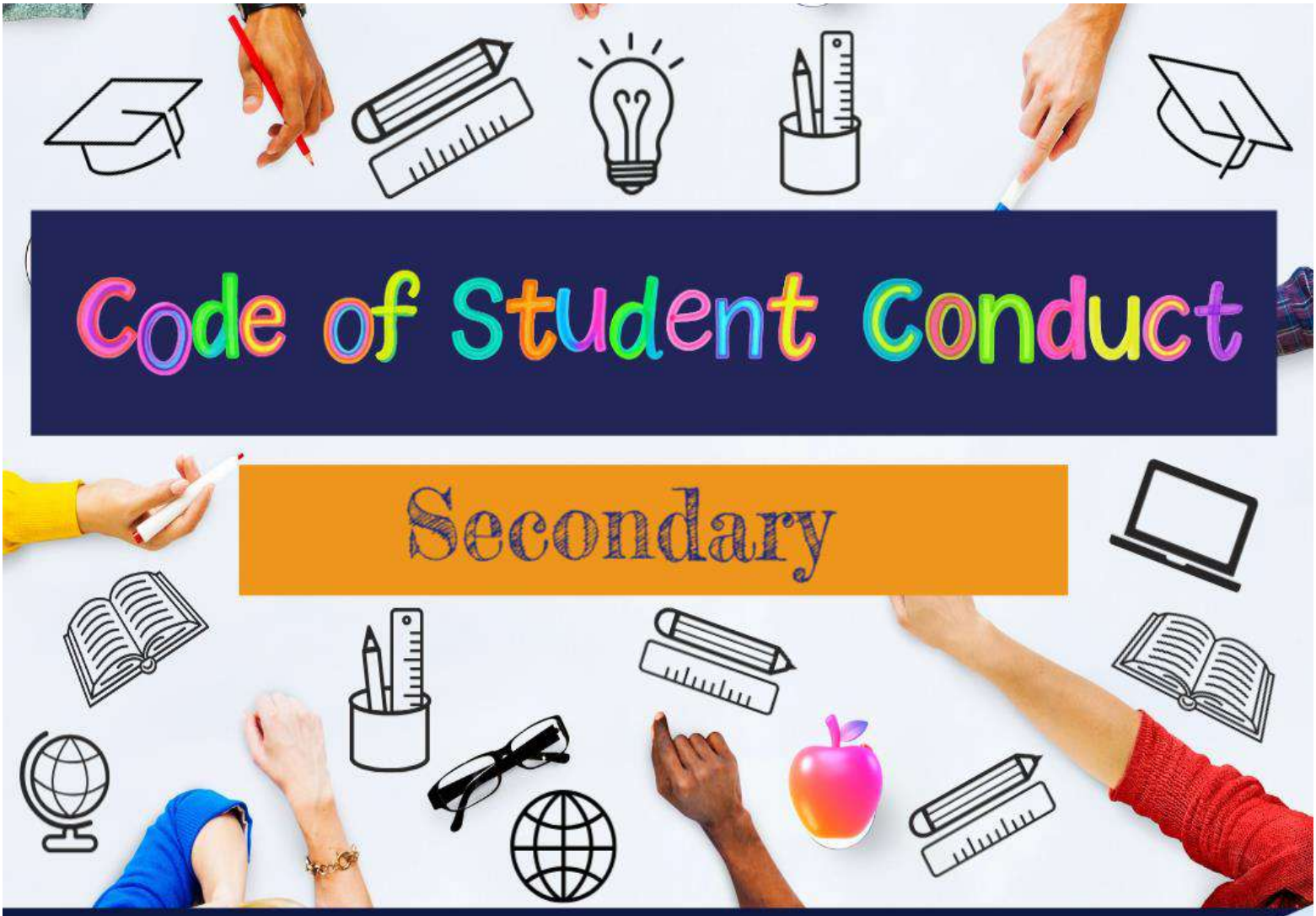

Code of Student Conduct

Secondary

M-DCPS YOUR BEST CHOICE

Office of District Operations
School Board Policy 5500

SECONDARY Code of Student Conduct

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA

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ACKNOWLEDGEMENT OF RECEIPT AND REVIEW

Each parent/guardian of a student and each student enrolled in Miami-Dade County Public Schools must sign and return this page to the student's school to acknowledge that he/she has accessed the online version or obtained a copy of the *Code of Student Conduct*. In addition, this page serves as acknowledgement that you have reviewed the *Code of Student Conduct* with your child. Each school will maintain records of such signed statements.

The online version of the *Code of Student Conduct* in English, Spanish, and Haitian-Creole can be located in the Parent Portal or by accessing through the following website address:

codeofconduct.dadeschools.net

If you do not have internet access to obtain a copy of the *Code of Student Conduct*, please visit your child's school to obtain a copy.

I acknowledge receipt of the notification regarding accessing or obtaining a copy of the *Code of Student Conduct* through the Parent Portal or via the internet web address and that I have read and discussed the *Code of Student Conduct* with my child.

_____ _____

Parent's/Guardian's Signature Date

I acknowledge receipt of the notification regarding accessing or obtaining a copy of the *Code of Student Conduct* through the Parent Portal or via the internet web address and that I have read and discussed the *Code of Student Conduct* with my parent/guardian.

_____ _____

Student's Signature Date

PLEASE PRINT

Student's Name	
School Name:	
Student I.D.	

RETURN TO THE STUDENT'S SCHOOL WITHIN (5) SCHOOL DAYS UPON RECEIVING NOTIFICATION TO REVIEW THE *CODE OF STUDENT CONDUCT*.

Chapter I

Information for Students and Parents/Guardians

Scope of Authority

This *Code of Student Conduct* governs the conduct and discipline of all students attending Miami-Dade County Public Schools. It is expected that students obey District rules while on school grounds, while being transported to or from school at public expense, while on the school premises for instruction, and for authorized participation in a school-sponsored activity. During such times, all students are subject to the immediate control and direction of teachers, staff members, and/or bus drivers to whom the principal has assigned such responsibility.

This *Code of Student Conduct* also applies to students who, away from School Board-owned property, commit felonies or are charged with committing delinquent acts that would be felonies if committed by an adult, or whose off-campus conduct creates a substantial disruption to the school environment.

Off-campus conduct and conduct outside of school time that violates the District's *Code of Student Conduct* may also be the basis for discipline up to expulsion if it is accomplished through electronic means and either interferes with or limits another person's ability to participate in or benefit from the District's program or 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 up to and including expulsion.

Students should be advised that violations of the *Code of Student Conduct* may also be violations of Florida law. Thus, students may be subject to school/district-level disciplinary actions and discipline imposed by local law enforcement authorities. School Resource Officers (SRO) and other law enforcement authorities can conduct investigations independent of those conducted by school personnel for the same incident. Furthermore, the sanctions imposed by the District for misconduct are separate and distinct from the consequences that may be imposed following the arrest and prosecution of a student for a violation of law originating from the same incident. Please keep in mind that the failure of one entity to act does not prevent the other from taking appropriate actions consistent with this *Code of Student Conduct* or with Florida law.

School Environmental Safety Incident Reporting

School Environmental Safety Incident Reporting (SESIR) grew out of the public's concern that children be safe in the school environment. In 1995-96, in response to this concern, the SESIR system was initiated to enable schools to track incidents and analyze patterns of violent, criminal, or disruptive activity. The intent is for there to be complete and objective data from which to design interventions to improve the learning environment. SESIR operates at the school, district, and state levels. School-level data are sent to the District in a standardized format, and in turn, the District sends data to the Florida Department of Education, which is compiled into an annual report. This report presents the frequency of the SESIR incidents by district and for the entire state. Additionally, the disciplinary actions associated with the incidents are reported.

The School Environmental Safety Incident Reporting System collects data on 26 specific types of crime, violence, and disruptive behaviors that occur on school grounds, on school transportation, and at off-campus, school-sponsored events, during any 24-hour period, 365 days per year. Incidents are reported by schools to the districts which, in turn, provide the data to the Florida Department of Education. *Code of Student Conduct* violations that must be reported using this system are marked below as "SESIR Incidents."

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 either interferes with or limits another person's ability to participate in or benefit from the District's program or 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 up to and including expulsion.

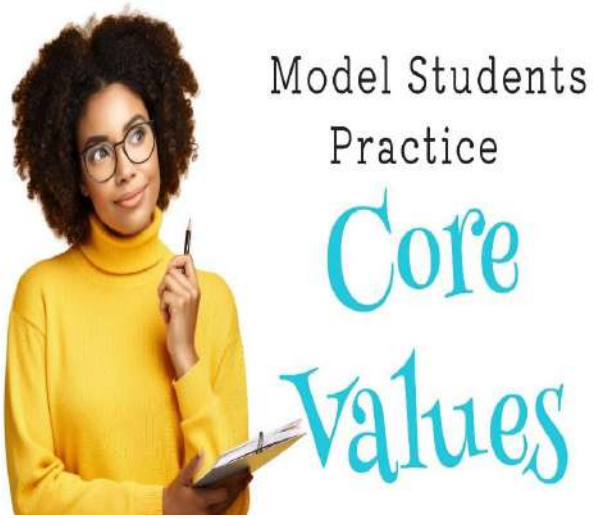
Off-Campus Felonious Offenses

Pursuant to F.S. 985.04 and to minimize off-campus acts that might have an adverse impact on the school environment, the District will send notifications to schools of students who have been taken into custody for and/or are formally charged with an off-campus felony or delinquent act that would be a felony if committed by an adult.

The principal may take administrative action, up to and including suspension proceedings, against those students who are formally charged if, after an administrative hearing with notice provided to the parent/guardian of the student, it is shown that the incident has an adverse impact on the educational program, discipline, or welfare of the school. Administrative assignment for up to four (4) grading periods and/or expulsion proceedings may also be initiated if a court determines that the student did commit the felony or delinquent act which would have been a felony if committed by an adult.

Students and parents/guardians should be aware that felony offenses can have a serious impact on a student's future, including the following:

- ☐ criminal penalties;
- ☐ loss of scholarship eligibility;
- ☐ loss of voting privileges;
- ☐ loss of employment opportunities; and/or
- ☐ loss of driving privileges.



Core Values

Miami-Dade County Public Schools is dedicated to instilling essential values in students to foster their participation as responsible citizens in the nation's democracy. Adopted by the School Board on July 26, 1995, these values form the basis of behavioral expectations, promoting a safe learning environment. Recognizing positive student behavior is crucial for cultivating a positive school climate and empowering the school community to strive for excellence. Building a connected, caring, and supportive school culture enhances student safety, engagement, and overall learning experience.

Citizenship

Helping to create a society based upon democratic values including rules of law, equality of opportunity, due process, reasoned argument, representative government, checks and balances, rights and responsibilities and democratic decision-making.

Model Students Show Citizenship by:

- ☐ Following rules and laws in school and the community.
- ☐ Assisting classmates or community members that may need support.
- ☐ Reporting any safety concerns or hazards.
- ☐ Resolving conflicts peacefully and constructively.
- ☐ Participating in community service projects.

Cooperation

Working together toward goals as basic as human survival in an increasingly interdependent world.

Model Students Show Cooperation by:

- ☐ Actively participating in group activities and projects.
- ☐ Contributing ideas and listening to the perspectives of others.
- ☐ Listening attentively to others and responding appropriately.
- ☐ Providing constructive feedback rather than criticism.
- ☐ Valuing the strengths and achievements of others.

Fairness

Treating people impartially, not playing favorites, being open-minded, and maintaining an objective attitude toward those whose actions and ideas are different from our own.

Model Students Show Fairness by:

- ☐ Embracing diversity and appreciating differences in culture, background, and opinions.
- ☐ Avoiding stereotypes and judgmental attitudes.
- ☐ Approaching conflicts with an open mind and without taking sides.

Honesty

Dealing truthfully with people, being sincere, not deceiving them or stealing from them, not cheating, or lying.

Model Students Show Honesty by:
☐ Providing accurate information and not exaggerating or distorting facts.
☐ Being truthful in class discussions, presentations, and written assignments.
☐ Avoiding plagiarism by giving credit to original sources and citing references.
☐ Completing assignments with one's own effort and not resorting to cheating.

Kindness

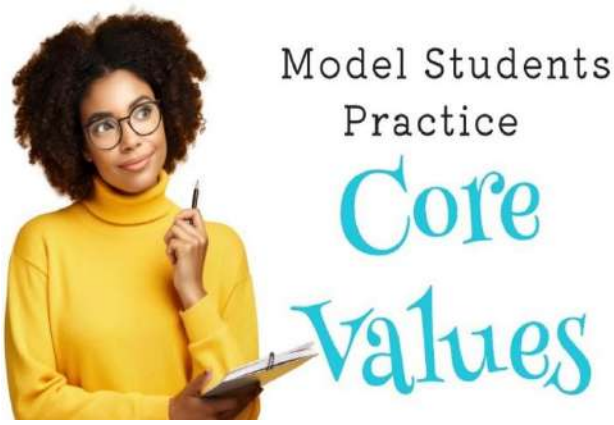
Being sympathetic, helpful, compassionate, benevolent, agreeable, and gentle toward people and other living things.

Model Students Show Kindness by:
☐ Showing empathy and understanding toward others who are facing challenges or difficulties.
☐ Offering a helping hand to those in need without expecting anything in return.
☐ Welcoming or including new students or those who may feel isolated.
☐ Recognizing and celebrating the achievements of peers.

Integrity

Standing up for your beliefs about what is right and what is wrong and resisting social pressure to do wrong.

Model Students Show Integrity by:
☐ Doing the right thing even when no one is watching.
☐ Telling the truth in all situations.
☐ Choosing actions that align with a strong sense of right and wrong.
☐ Keeping promises and following through on commitments.
☐ Acknowledging mistakes and taking responsibility for one's actions.
☐ Avoiding participation in dishonest or unethical activities.
☐ Demonstrating reliability and consistency in actions and behaviors.



Pursuit of Excellence

Doing your best with the talents you have, striving toward a goal and not giving up.

Model Students Show Pursuit of Excellence by:

- ☐ Putting in consistent effort and demonstrating a strong work ethic in all tasks.
- ☐ Actively engaging in class discussions, activities, and projects.
- ☐ Continuously working to improve weaknesses and build on strengths.
- ☐ Meeting deadlines consistently and submitting work on time.
- ☐ Arriving to school on time and prepared.

Respect

Showing regard for the worth and dignity of someone or something, being courteous and polite, and judging all people on their merits. Respect takes three major forms: respect for oneself, respect for other people, and respect for all forms of life and the environment.

Model Students Show Respect by:

- ☐ Using respectful and polite language
- ☐ Listening attentively when others are speaking without interrupting.
- ☐ Collaborating with and valuing peers' contributions.
- ☐ Taking care of school property and personal belongings.
- ☐ Including and accepting students from different backgrounds, cultures, and abilities.
- ☐ Following classroom and school rules.

Responsibility

Thinking before you act and being accountable for your actions, paying attention to others, and responding to their needs. Responsibility emphasizes our positive obligations to care for each other.

Model Students Show Responsibility by:

- ☐ Completing assignments on time and submitting them with care.
- ☐ Studying and preparing for exams and assessments with diligence.
- ☐ Prioritizing tasks to meet deadlines and avoid last minute rushes.
- ☐ Attending classes regularly and being punctual.
- ☐ Notifying teachers and classmates in advance if there is a need to be absent.
- ☐ Taking care of personal belongings and property of others.
- ☐ Adhering to school rules, policies, and the Code of Student Conduct.
- ☐ Respecting guidelines set by teachers and administrators.

Attendance A

Parents and students are responsible for attendance which shall be required of all students during the days and hours that school is in session.

Parents and students should review School Board Policy 5200, *Attendance*.

Reasonable excuses for time missed at school include:

- ☐ Personal illness of the student.
- ☐ Court appearance of the student.
- ☐ Absence due to a medical appointment.
- ☐ An approved school activity.
- ☐ Attendance at a center under the Department of Children and Families supervision.
- ☐ Significant community events with prior permission of the Principal.
- ☐ Observance of a religious holiday or service when it is mandated for all members of a faith that such a holiday or service should be observed.
- ☐ Death in the immediate family.
- ☐ School-sponsored event or educational enrichment activity that was approved in advance by the Principal.
- ☐ Outdoor suspension.
- ☐ Appointments for a therapy service.
- ☐ Other individual student absences beyond the control of the parent or student, as determined and approved by the Principal.

Absences not included in the excused absences listed above shall be unexcused. Unexcused absences do not require that the teacher provide make-up work for the student.

A student accumulating ten (10) or more class unexcused absences in an annual course or five (5) or more class unexcused absences in a designated semester course may have quarterly, semester and final grade(s) withheld.

Bullying and Harassment B

Miami Dade County Public Schools is committed to providing a safe learning environment for all students and is dedicated to eradicating bullying and harassment by providing awareness and prevention education. Bullying, harassment, and intimidation by students, school board employees, visitors, or volunteers are prohibited and will not be tolerated.

During the investigation of any bullying and/or harassment allegation, the principal/designee or appropriate area/district administrator should take appropriate actions to protect the complainant, alleged victim, other students, or employees consistent with the requirements of applicable Board Policies, regulations, and statutes.

Bullying and Harassment Defined

Bullying includes cyberbullying and means systematically and chronically inflicting physical hurt or psychological distress on one or more students or school employees. It is further defined as unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by a student or adult, that is severe or pervasive enough to create an intimidating, hostile, or offensive educational environment; cause discomfort or humiliation; or unreasonably interfere with an individual's school performance or participation that includes a noted power differential. It is further defined as a pattern of unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture by an adult or student. (School Board Policy 5517.01)

Bullying may involve, but is not limited to:

1. Teasing
2. Social exclusion
3. Threats
4. Intimidation
5. Stalking
6. Physical violence
7. Theft
8. Sexual, religious, or racial harassment
9. Public or private humiliation
10. Destruction of Property
11. Cyberstalking
12. Cyberbullying
13. Hazing

Harassment means 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:

1. places a student or school employee in reasonable fear of harm to his or her person or damage to his or her property,

2. has the effect of substantially interfering with a student's educational performance, opportunities, or benefits; or

3. has the effect of substantially disrupting the orderly operation of a school, including any course of conduct that is directed at a specific person that causes substantial emotional distress in such person and serves no legitimate purpose.

Bullying and Harassment also encompass:

1. Retaliation against a student or school employee by another student or school employee for asserting or alleging an act of bullying or harassment. A report of bullying or harassment that is not made in good faith is considered retaliation.

2. Perpetuation of conduct listed in the definition of bullying, including cyberbullying, and harassment by an individual or group with intent to demean, dehumanize, embarrass or cause emotional or physical harm to a student or school employee by:

    a. incitement or coercion;

    b. accessing or knowingly and willingly causing or providing access to data or computer software through a computer, computer system, computer network, electronic or wireless devices, within the scope of the district school system, on or off school grounds to bully or harass that jeopardizes student or school employee safety or disrupts the learning environment within the scope of the district school system; or

    c. acting in a manner that has an effect substantially similar to the effect of bullying or harassment.

Discrimination/Harassment (Civil Rights) means discrimination or harassment directed at someone because of their actual or perceived age, citizenship status, color, disability, ethnic or national origin, gender, gender identity, linguistic preference, marital status, political beliefs, pregnancy, race, religion, retaliation, sex (including sexual harassment), sexual orientation, social and family background, or any other basis prohibited by law. (School Board Policy 5517.)

Cyberstalking as defined in F.S. 784.048(1)(d) and 815.03, F.S., means to: (a) engage in a course of conduct to communicate, or to cause to be communicated, directly or indirectly, words, images, or language by or through the use of electronic mail or electronic communication, directed at or pertaining to a specific person; or (b) to access, or attempt to access, the online accounts or Internet-connected home electronic systems of another person without that person's permission, causing substantial emotional distress to that person and serving no legitimate purpose.

Cyberbullying means bullying through the use of technology or any electronic communication, which includes, but is not limited to, any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including, but not limited to, electronic mail, Internet communications, instant messages, or facsimile communications. Cyberbullying includes the creation of a webpage or weblog in which the creator assumes the identity of another person, or the knowing impersonation of another person as the author of posted content or messages, if the creation or impersonation creates any of the conditions enumerated in the definition of bullying provided above. Cyberbullying also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons, if the distribution or posting creates any of the conditions enumerated in the definition of bullying.

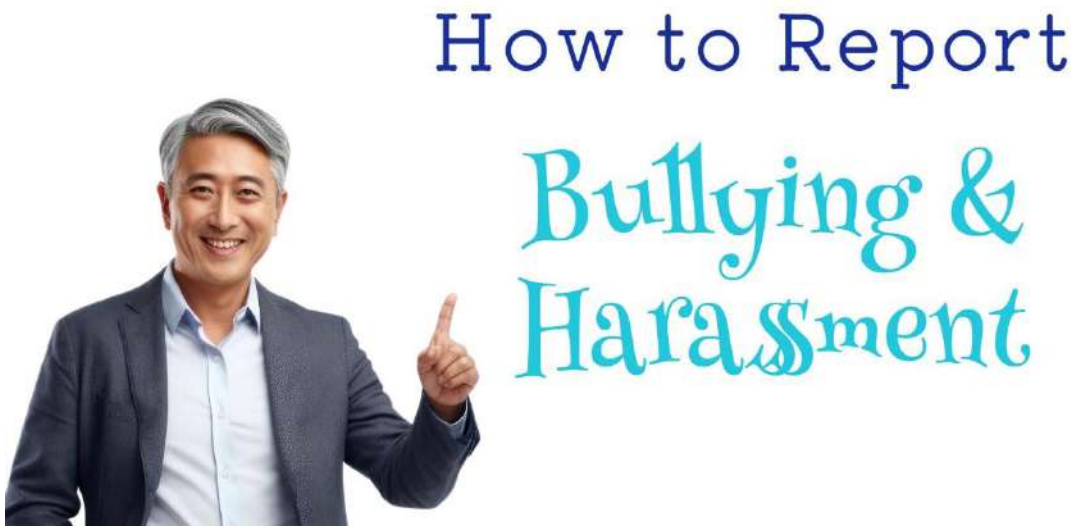
"Hazing" includes, but is not limited to:

a. Pressuring, coercing, or forcing a student into:

   1. Violating state or federal law;
   2. Consuming any food, liquor, drug, or other substance; or
   3. Participating in physical activity that could adversely affect the health or safety of the student.

b. Any brutality of a physical nature, such as whipping, beating, branding, or exposure to the elements.

Hazing does not include customary athletic events or other similar contests or competitions or any activity or conduct that furthers a legal and legitimate objective.



If you have information regarding bullying/harassment and would like to report this information anonymously, you may do so by:

1. Completing and submitting the Bullying and Harassment Anonymous Reporting Form located on the student and parent portal and app;

2. Filing the "Miami-Dade County Public Schools – Bullying and Harassment Anonymous Reporting Form" located at the following internet web address: http://forms.dadeschools.net/webpdf/7229.pdf; or

3. Calling 305-995-CARE (2273).

Information and/or resources on bullying and harassment can also be found on the Student Crisis Management Services website located at http://studentservices.dadeschools.net/#!/fullWidth/3709 .

Discrimination/Harassment (Civil Rights), including Sexual Harassment, may require law enforcement consultation and must be reported to the Office of Civil Rights Compliance at 305-995-1580. For Discrimination/Harassment (Civil Rights), including Sexual Harassment, involving charter school students, contact the individual charter school's Civil Rights Compliance Officer.

Corporal Punishment C

According to School Board Policy 5630, *Corporal Punishment and Use of Reasonable Force*, the use of corporal punishment is prohibited in Miami-Dade County Public Schools. This prohibition extends to parents/guardians on school grounds.

Fighting and Self-Defense F

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 or results in serious injuries, it may result in a recommendation for expulsion.

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, instead of choosing to leave once you or the victim 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.”

Implications of Certain Sex Offenses I

Minors convicted or adjudicated delinquent for certain sex offenses may be required to register with the State of Florida as a sexual predator or sex offender and will suffer the restrictions and embarrassment of this requirement as defined in F.S. 943.0435, 943.04354, 943.0515, 985.481, 985.4815, and 775.21.

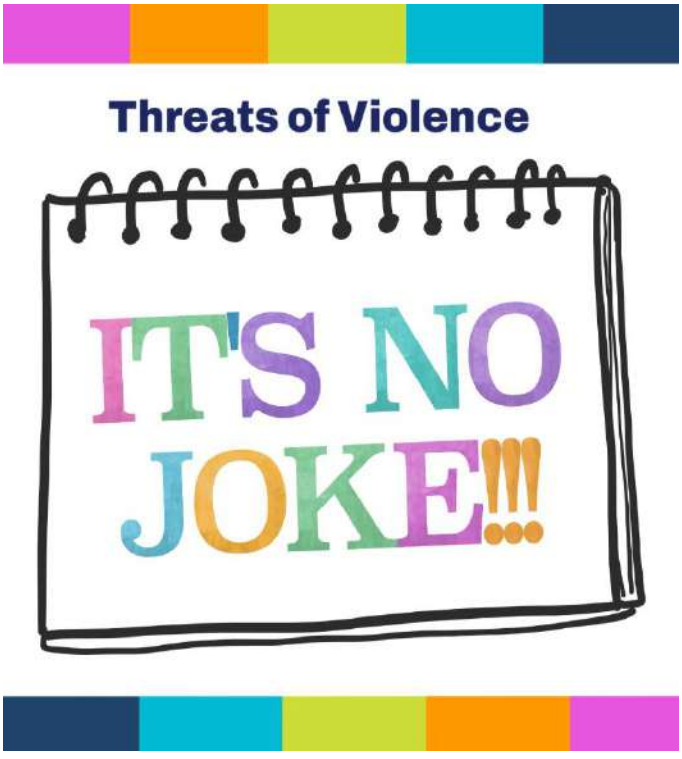
Sex Discrimination S

Sex Discrimination is handled in compliance with Title IX of the Education Amendments Act of 1972 and its implementing regulations. Upon receiving a report of sex discrimination involving a student, employee, or applicant, school or work site administrators must contact the M-DCPS Office of Civil Rights Compliance (CRC) at 305-995-1580.

Reports of incidents sexual in nature must also be reported to law enforcement. Where child abuse or neglect is suspected, District staff must also contact the Florida Department of Children and Families' Abuse Hotline in accordance with School Board Policy 8462, *Student Abuse, Abandonment, and Neglect.*

A finding of sex discrimination under the *Code of Student Conduct* may require the express authorization of the District's Title IX Coordinator or designee.

Threats of Violence T



Students are prohibited from making direct or indirect **threats** of violence against individuals or groups, any school/district property, including school-sponsored transportation, or any school/ district-sponsored activity or function. Even threats made in jest or in exaggeration must be treated as serious threats. Any threat of 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.

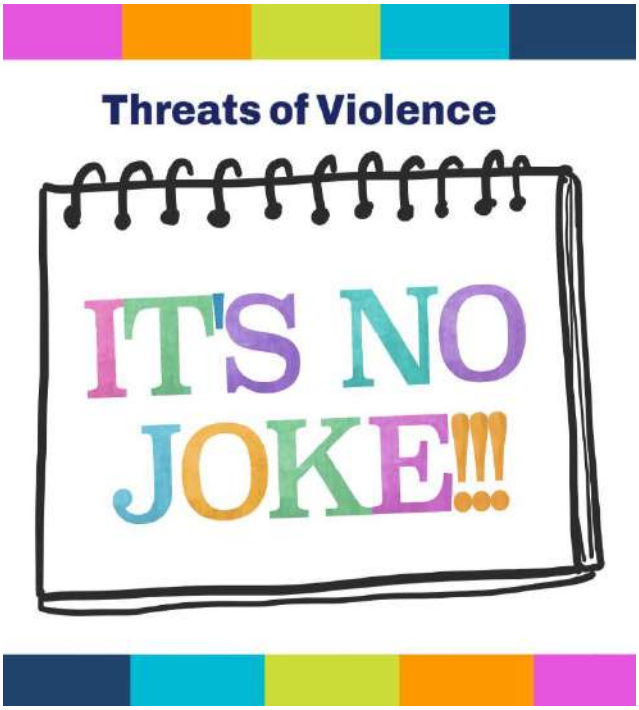
A student, regardless of age, found to have made a threat of violence shall be referred to the school's School Based Threat Management Team and is subject to referral for mental health service and appropriate disciplinary consequences, up to and including assignment to Alternative Educational

Setting, **suspension,** expulsion, arrest, and/or prosecution. When students use social media to threaten other students or school employees in a way that has a direct effect on school property, law enforcement may be requested to conduct a “home visit” and/or law enforcement may be involved which could result in criminal prosecution. School Based Threat Management Teams must also 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.

It is unlawful for any person to threaten to throw, project, place, or discharge any destructive device with intent to do bodily harm to any person or with intent to do damage to any property of any person, and any person convicted thereof commits a felony of the second degree pursuant to F.S. 790.162.

It is unlawful for any person to make a false report, with intent to deceive, mislead, or otherwise misinform any person, concerning the placing or planting of any bomb, dynamite, other deadly explosive, or weapon of mass destruction pursuant to F.S. 790.166, or concerning the use of firearms in a violent manner against a person or persons, and any person convicted thereof commits a felony of the second degree pursuant to F.S. 790.163.

Any person who writes or composes and also sends or procures the sending of any letter, inscribed communication, or electronic communication, whether such letter or communication be signed or anonymous, to any person, containing a threat to kill or to do bodily injury to the person to whom such letter or communication is sent, or a threat to kill or do bodily injury to any member of the family of the person to whom such letter or communication is sent, or any person who makes, posts, or transmits a threat in a writing or other record, including an electronic record, to conduct a mass shooting or an act of terrorism, in any manner that would allow another person to view the threat, commits a felony of the second degree pursuant to F.S. 836.10.



Florida Statutes Section 1006.13 requires expulsion for students found to have committed certain infractions including bringing weapons to school and making threats or false reports against school or persons specified in F.S. 784.081, including elected officials, employees of a school district, or any sports official.

Unauthorized Location U

A student will be subject to discipline if the student willfully enters an area of campus not on the student's assigned schedule, other than a common resource area, without permission. These areas include but are not limited to athletic facilities, classrooms, offices, and restrooms/changing facilities to which the student is not assigned. A student violates this section if the student willfully enters a restroom or changing facility designated for the opposite sex on the District's premises and refuses to depart when asked to do so by any instructional personnel, administrative personnel, or a safe-school officer. (F.S. 553.865(9)(a)).

Under the Influence U

A student will be subject to discipline if the student is under the influence during school or any school-sponsored activity. "Under the influence" means the impairment of one's normal faculties, such as walking, talking, etc., as may be evidenced by, but not limited to bloodshot eyes, slurred speech, odor of alcohol/ilicit substance, stumbling, imbalance, drowsiness, or flushed face.

Special Note: These observations may be made by a lay (non-expert) witness. An administrator may conclude that a student is under the influence of alcohol, or an illicit substance, based on the totality of the circumstances. An administrator should first rule out that the student is having a reaction to food or authorized prescription medication or experiencing a medical condition.

Use of Medication U

Medication shall not be carried on a student's person in the school except as provided in School Board Policy 5330, *Use of Medications*, and/or as approved by the principal. Furthermore, no student is allowed to provide or sell any type of over-the-counter medication to another student.

Weapons and Simulated Weapons

Possession of a firearm or weapon as defined in Florida Statutes, Chapter 790 by any student while the student is on school property or in attendance at a school function is grounds for disciplinary action as set forth in this *Code of Student Conduct* and may also result in criminal prosecution.

If a student brings a firearm or weapon and/or makes a threat or false report, the school must refer the student to the school's School Based Threat Management Team and mental health services identified by the school district pursuant to F.S. 1012.584(4). If more than one student is involved in making a threat or false report, Region Offices must review to ensure consistency of discipline as appropriate.

In accordance with F.S. 1006.07, a student may be subject to disciplinary action if simulating a firearm or weapon while 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 infraction and consistent with this *Code of Student Conduct* for similar infractions. If a student is disciplined for such conduct, the principal or designee must call the student's parent. Disciplinary action resulting from a student's clothing or accessories shall be determined in accordance with F.S. 1006.07(2)(d) and Policy 5511, *Dress Code and School Uniforms*.

Wireless Communication Devices

Possessing a wireless communication device, as defined in Policy 7540, *Computer Technology and Networks*, is not a violation of the *Code of Student Conduct*. However, subject to the exceptions below, elementary and middle school students may not use wireless communication devices during the school day, and high school students may not use wireless communication devices during instructional time. .

When using electronic devices for the purposes of learning consistent with the educational objectives of the District during instructional time, students must comply with School Board Policy 7540.03*, Student Responsible Use of Technology, Social Media, and District Network Systems & Internet Safety*.

The following rules must be followed regarding the use and display of wireless communication devices:

- ☐ Students in grades K-8 may not display or use wireless communication devices during the school day unless an exception applies.

  Students in grades 9-12 may display and use wireless communication devices (i.e., texting, email, telephone etc.) during the school day, but may not use wireless communication devices during instructional time unless expressly directed by a teacher solely for educational purposes.

  Special Note: This provision is subject to State Board of Education rules and/or Florida Department of Education directives.

- ☐ Exceptions to these rules will be made only when:

  - a school administrator has given express permission for students to display or use wireless communications devices in designated locations within the school building(s); or

  - the display or use of the wireless communication device is in accordance with a student's individualized education plan, Section 504 plan, or a doctor's note from a licensed physician under Florida law certifying in writing that the student requires the use of a wireless communications device based upon valid clinical reasoning or evidence.

  Special Note: The District strongly discourages the use of headphones and earbuds during class transitions/changes and during lunchtime due to safety reasons.

- ☐ Students must ensure that wireless communication devices are silent during the instructional day and hotspot capabilities are turned off.

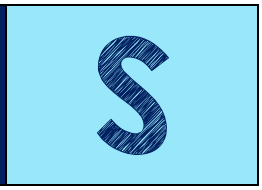
- ☐ When permitted to use devices during the instructional day, students must follow the guidelines set forth by the Bring Your Own Device initiative outlined in School Board Policy 7540.03, *Student Responsible Use of Technology, Social Media, and District Network Systems & Internet Safety*, and associated procedures.

- ☐ The school is not responsible if a student's personal device is lost or stolen.

Chapter II

Behaviors and Corrective Strategies

Safeguards: Protecting the Rights of Students and Parent/Guardians



All corrective strategies used by school-site administrators must be in compliance with School Board rules and policies. Inherent in these rules and policies is the philosophy of fairness and consideration for actions that are in the best interest of students.

When confronted with an act that may require the imposition of corrective strategies by the school, the student and all other appropriate persons should be given the opportunity to explain the circumstances of the incident.

Students shall not be subjected to any corrective strategies for using a language other than English or because of a disability.

School administrators should communicate with parents/guardians when corrective strategies must be taken against a student.

Parents/guardians and students who disagree with certain strategies and decisions made at the school level have the right to the following formal due process procedures, as set forth in School Board Policy 5610, *Suspension and Expulsion of Students*:

- ☐ an informal school-level hearing;
- ☐ appeal of school-level decisions to the regional center office; and
- ☐ for alternative education assignments in excess of ten (10) days and expulsions, an appeal conference with a representative from the Office of School Leadership and Performance/Division of Educational Opportunities (OSLPDEO), and a hearing before an impartial hearing officer.

Level I: Discipline Response Code

At-A-Glance

Behavior	Corrective Strategies
☐ Confrontation with Another Student ☐ Cutting Class ☐ Disruptive Behavior ☐ Failure to Comply with Class and/or School Rules ☐ Inappropriate Public Display of Affection ☐ Leaving Class Without Permission ☐ Misrepresentation ☐ Possession of Items or Materials that are Inappropriate for an Educational Setting ☐ Repeated Use of Profane or Crude Language not Directed at a Person or Group of People ☐ Rude and Discourteous Behavior ☐ Unauthorized Location ☐ Unauthorized Use of Wireless Communication Device ☐ Violation of Dress Code	**1. Parent/Guardian Contact *** **2. Student Conference*** 3. Student, Parent/Guardian/Staff Conference 4. Behavior Plan 5. Student Contract 6. Participation in Counseling Session Related to Infraction 7. Refer to Outside Agency/Provider 8. Peer Mediation 9. Reprimand 10. Detention or Other Board-Approved In-School Program 11. Proactive Approach to Discipline (PAD) (District-Approved Schools) 12. Student Court School-Based Program (District-Approved Schools) 13. Confiscation of Wireless Communication Devices 14. Revocation of the Right to Participate in Social and/or Extracurricular Activities 15. Loss of Bus Privileges Up to 10 Days 16. Replacement or Payment of any Damaged Property 17. School Center for Special Instruction (SCSI) or Other Alternative Education Setting (AES) at the School (1-5 days) ***Mandatory Corrective Strategies**

Level I: Discipline Response Code

LEVEL I behavior offenses are acts that disrupt the orderly operation of the classroom, school function, extracurricular activities, or approved transportation.

LEVEL I: BEHAVIOR OFFENSES	
Confrontation with Another Student **Non-SESIR Incident**	Communicating inappropriately with another student in a confrontational manner that would be considered disrespectful (e.g., yelling, cursing, refusing to disengage, etc.). **NON-SESIR Incident**
Cutting Class **Non-SESIR Incident**	Cutting class, also known as skipping class, refers to the act of deliberately and intentionally not attending a scheduled class or leaving a class before it officially ends without proper authorization. **NON-SESIR Incident**
Disruptive Behavior **Non-SESIR Incident**	Behavior that disturbs the learning and/or safety of others in the class, at any school/district property (including school-sponsored transportation), any school/ district-sponsored activity or function, and at the bus stop. **NON-SESIR Incident**
Failure to Comply with Class and/or School Rules **Non-SESIR Incident**	The intentional or unintentional refusal or neglect to not follow the rules of the class and/or the school. **NON-SESIR Incident**
Inappropriate Public Display of Affection **Non-SESIR Incident**	Engaging in unsuitable, intimate, sexually suggestive behavior (like kissing and touching), with the other person's consent, in places where others are likely to be present, such as hallways, stairwells, classrooms, school buses, etc. Engaging in this type of behavior in hidden places is also inappropriate, and, depending on the circumstances, may constitute a more serious infraction. See Sexual Offenses (Level 3) **NON-SESIR Incident**

LEVEL I: BEHAVIOR OFFENSES	
Leaving Class Without Permission **Non-SESIR Incident**	Leaving the assigned classroom, learning space, or supervised area during instructional time without the explicit verbal or written authorization of the teacher, supervising staff member, or other authorized school personnel. **NON-SESIR Incident**
Misrepresentation **Non-SESIR Incident**	An untrue statement or action that is made to deceive or mislead. **NON-SESIR Incident**
Possession of Items or Materials That Are Inappropriate for An Educational Setting **Non-SESIR Incident**	Possession of items or materials that do not support or disrupt the learning environment and may cause a distraction to others. **NON-SESIR Incident**
Repeated Use of Profane or Crude Language Not Directed at a Person or Group of People **Non-SESIR Incident**	Using profane or crude language means saying words or expressions that are considered vulgar, disrespectful, indecent offensive, or socially inappropriate and not suitable for a school environment. It can also be considered swearing or cursing. **NON-SESIR Incident**
Rude and Discourteous Behavior **Non-SESIR Incident**	Being unkind or disrespectful to others through your words or actions. **NON-SESIR Incident**

LEVEL I: BEHAVIOR OFFENSES	
Unauthorized Location **Non-SESIR Incident**	Willfully entering an area of the campus that is not on a student's assigned schedule, other than a common resource area, without permission. These areas include but are not limited to athletic facilities, classrooms, offices, and restrooms/changing facilities to which the student is not assigned. A student violates this section if the student willfully enters a restroom or changing facility designated for the opposite sex on the District's premises and refuses to depart when asked to do so by any instructional personnel, administrative personnel, or a safe-school officer. (F.S. 553.865(9)(a)). **NON-SESIR Incident**
Unauthorized Use of Wireless Communication Device **Non-SESIR Incident**	Using a wireless communication device inappropriately or without authorization. See School Board Policy 7540.03, *Student Responsible Use of Technology, Social Media, and District Network Systems & Internet Safety*. **Note:** Other inappropriate uses of wireless communication devices that interfere with safety-to-life issues or that result in other major disruptions may be addressed by utilizing another behavior defined in Levels II–V of the Code of Student Conduct. **NON-SESIR Incident**
Violation of Dress Code **Non-SESIR Incident**	Students, while on school grounds during the regular school day, must refrain from wearing clothing that (a) exposes underwear or body parts in an indecent or vulgar manner, or (b) disrupts the orderly learning environment. Any student who violates School Board Policy 5511, *Dress Code and School Uniforms*, is subject to the following disciplinary actions: **First (1) Offense:** a student shall be given a verbal warning, and the school principal shall call the student's parent or guardian. **Second (2) Offense:** the student is ineligible to participate in any extracurricular activity for a period of time not to exceed 5 days and the school principal shall meet with the student's parent or guardian. **Third (3) or Subsequent Offense(s):** the student is ineligible to participate in any extracurricular activity for a period not to exceed 30 days, and the school principal shall call the student's parent or guardian and advise them about their child's ineligibility to participate in extracurricular activities. **NON-SESIR Incident**

LEVEL I: CORRECTIVE STRATEGIES

1. **Parent/Guardian Contact***
2. **Student Conference***
3. Student, Parents/Guardians/Staff Conference
4. Behavior Plan
5. Student Contract
6. Participation in a Counseling Session Related to Infraction
7. Refer to Outside Agency/Provider
8. Peer Mediation
9. Reprimand
10. Detention or Other Board-Approved In-School Program
11. Proactive Approach to Discipline (PAD) (District-Approved Schools)
12. Student Court (District-Approved Schools)
13. Confiscation of Wireless Communication Devices
14. Revocation of the Right to Participate in Social and/or Extracurricular Activities
15. Loss of Bus Privileges Up to 10 Days
16. Replacement or Payment of Any Damaged Property
17. School Center for Special Instruction (SCSI) or Other Alternative Education Setting (AES) at the School (1-5 days)

***Mandatory Corrective Strategies**

Level II: Discipline Response Code

At-A-Glance

Behavior	Corrective Strategies
☐ Cheating ☐ Confrontation with a Staff Member ☐ Creating, Recruiting or Joining Clubs or Groups NOT Approved by the School Board ☐ Defiance of School Personnel ☐ Distribution of Items or Materials That Are Inappropriate for an Educational Setting ☐ Failure to Comply with Previously Correctional Strategies ☐ Harassment (Non-Civil Rights) ☐ Instigative Behavior ☐ Larceny/Petit Theft (Under $750) ☐ Leaving School Grounds Without Permission ☐ Libel ☐ Physical Altercation ☐ Possession, Use, Distribution, Sale or Purchase of Alcoholic Beverages ☐ Possession, Use, Distribution, Sale or Purchase of Tobacco Products or Smoking/Vaping Devices ☐ Prohibited Sales on School Grounds (Other than Controlled Substances) ☐ Slander ☐ Use of Profane or Provocative Language Directed at Someone ☐ Vandalism Less than $1,000	**1. Parent/Guardian Contact *** **2. Student Conference*** 3. Any Corrective Strategies from Level I 4. Participation in Counseling Session Related to Infraction 5. Refer to Outside Agency/Provider 6. School-Based Program that Focuses on Modifying the Student's Inappropriate Behavior or Promotes Positive Behavior 7. Refer to Tobacco/Vaping Cessation Program 8. Proactive Approach to Discipline (PAD) (District-Approved Schools) 9. Student Court School-Based Program (District-Approved Schools) 10. Assignment to an Alternative Educational Setting at the Student's Currently Assigned School ***Mandatory Corrective Strategies**

Level II: Discipline Response Code

LEVEL II behavior offenses are more serious than Level I because they significantly interfere with learning and/or the well-being of others.

LEVEL II: BEHAVIOR OFFENSES

Cheating **Non-SESIR Incident**	**Cheating:** Level II-Behavior Using answers from an unauthorized person, unauthorized sources, or artificial intelligence (AI) tools to receive credit for schoolwork. Some examples include: ☐ Looking at someone else's paper ☐ Copying from your notebook when you are supposed to use only your memory. ☐ Copying someone else's homework because you did not complete yours ☐ Using AI tools to generate answers or complete assignments without proper citation or permission from the teacher. Example: The teacher accused him of cheating when she found answers to the test written on his desk. **Plagiarism:** Plagiarism is a form of cheating that occurs when you present another person's words or ideas as your own without giving the originator credit for the information. This includes using AI tools to generate content without proper citation. Some common examples of plagiarism are: ☐ Copying information from a book, AI tool, or website without using quotation marks and without including a bibliography at the end of the assignment listing the sources used. ☐ Paraphrasing information from another source without giving credit to the original author. All information in academic assignments that is not common knowledge must be cited and documented. An example of common knowledge is "Miami is a city in Florida." Example: She plagiarized the information in her report by not giving credit to the author for his ideas. **NON-SESIR Incident**

LEVEL II: BEHAVIOR OFFENSES

Confrontation with a Staff Member (Inappropriately) **Non-SESIR Incident**	Communicating inappropriately with a staff member in a confrontational manner that would be considered disrespectful (e.g., yelling, cursing, refusing to disengage, etc.). **NON-SESIR Incident**
Creating, Recruiting For, or Joining Clubs or Groups NOT Approved by the School District **Non-SESIR Incident**	Clubs and groups are subject to approval and oversight to ensure they align with the school's policies, values, and safety standards. Creating, recruiting for, or joining clubs that haven't received approval may be considered a violation of school rules. Such unauthorized groups might lack the necessary supervision, adherence to safety guidelines, or alignment with the educational objectives set by the school. **NON-SESIR Incident**
Defiance of School Personnel **Non-SESIR Incident**	Defiance of school personnel refers to the intentional and deliberate refusal to comply with the instructions, rules, or authority of individuals employed by a school, contractors, volunteers, or school officials. Defiance can also include openly disregarding directives, challenging the authority of teachers or school administrators, and engaging in disruptive or insubordinate conduct. **NON-SESIR Incident**
Distribution of Items or Materials That Are Inappropriate for an Educational Setting **Non-SESIR Incident**	Giving out, sharing, dispensing materials not appropriate to the educational setting to others in a manner that results in substantial disruption. **NON-SESIR Incident**
Failure to Comply with Previously Prescribed Correctional Strategies **Non-SESIR Incident**	Being assigned a Correctional Strategy based on a violation of the Code of Student Conduct and failing to comply or follow-through with the assigned strategy. **NON-SESIR Incident**

LEVEL II: BEHAVIOR OFFENSES

Harassment (Non-Civil Rights) **SESIR Incident**	Conduct directed at a person that causes him/her to feel intimidated or verbally, mentally, or emotionally abused, or that causes him/her substantial emotional distress, in addition to any threatening, insulting or dehumanizing gesture, use of data or computer software, or written, verbal or physical conduct that: 1) Places a student or school employee in reasonable fear of harm to his or her person or damage to his or her property; 2) Has the effect of substantially interfering with a student's educational performance, opportunities, or benefits; or 3) Has the effect of substantially disrupting the orderly operation of a school, including any course of conduct directed at a specific person that causes substantial emotional distress in such person and serves no legitimate purpose. **Note:** Repeated Harassment is Bullying. **SESIR Incident (Harassment)**
Instigative Behavior **Non-SESIR Incident**	Instigative behavior refers to actions or conduct that intentionally provokes, encourages, or initiates a negative or conflictual situation. Individuals engaging in instigative behavior may aim to create tension, disputes, or disturbances among others. This behavior often involves manipulating circumstances, making provocative statements, or deliberately fostering disagreement among people. **NON-SESIR Incident**
Larceny/Petit Theft (under $750) **Non-SESIR Incident**	The unauthorized taking, carrying, riding away with, or concealing the property of another person, including motor vehicles, without threat, violence, or bodily harm. **NON-SESIR Incident**
Leaving School without Permission **Non-SESIR Incident**	The act of a student departing from the designated school premises, school sponsored transportation, or school-sponsored event without obtaining proper authorization from school authorities. **NON-SESIR Incident**

LEVEL II: BEHAVIOR OFFENSES

Libel (Non-Employee) **Non-SESIR Incident**	Libel is a form of written or printed (e.g. picture, sign, or any other form of print) defamatory communication that harms the reputation of an individual, group, business, or other entity. It involves the publication or transmission of false statements or information that can damage the subject's character, reputation, or standing in the community. **NON-SESIR Incident**
Physical Altercation **Non-SESIR Incident**	Physical contact, including but not limited to pushing and shoving, between two or more individuals mutually engaged, which stops without physical intervention and does not lead to the participants or others being injured. This does not apply to instances of self-defense, which will be determined on a case-by-case basis. **NON-SESIR Incident**
Possession, Use, Distribution, Sale or Purchase of Alcoholic Beverages **SESIR Incident**	Possession, sale, purchase, distribution, or use of alcoholic beverages. 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. Alcohol is a mind-altering or mood-altering beverage, including but not limited to beer, wine, wine coolers, vodka coolers, liquors, etc. Possession, sale, purchase, use, or distribution of alcohol will result in corrective actions at school and may lead to arrest and criminal penalties. **SESIR Incident (Alcohol)**
Possession, Use, Distribution, Sale, or Purchase Tobacco Products or Smoking/Vaping Devices **SESIR Incident**	The possession, use, distribution, sale, or purchase of tobacco or nicotine products on school grounds, at school-sponsored events, or on school transportation by any person under the age of 21. All uses of tobacco, including cigars, cigarettes, pipe tobacco, chewing tobacco, snuff, nicotine dispensing devices, electronic cigarettes, vaping smoking devices, any other matter or substances containing tobacco or nicotine, including any product designed or manufactured to imitate any of these products regardless of whether it contains tobacco or nicotine, and the possession of papers used to roll cigarettes. **SESIR Incident (Tobacco)**

LEVEL II: BEHAVIOR OFFENSES

Prohibited Sales on School Grounds (Other Than Controlled Substances) **Non-SESIR Incident**	Prohibited sales on school grounds (other than illegal items, substances, or activities) refers to the act of selling items or engaging in entrepreneurial transactions within the school premises. This includes a range of activities, including the sale of goods, services, unauthorized fundraising, or any exchange of items for money, without proper authorization. **NON-SESIR Incident**
Slander **Non-SESIR Incident**	Slander is a form of oral defamatory communication that harms the reputation of an individual, group, business, or other entity. It involves the transmission of false statements or information that can damage the subject's character, reputation, or standing in the community. **NON-SESIR Incident**
Use of Profane or Provocative Language Directed at Someone **Non-SESIR Incident**	Using profane or crude language means saying words or expressions that are considered vulgar, disrespectful, indecent offensive, or socially inappropriate that are directed at a person or group of people. It can also be considered swearing or cursing. **NON-SESIR Incident**
Vandalism Less Than $1,000 **Non-SESIR Incident**	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 resulting in damages under $1,000. **NON-SESIR Incident**

LEVEL II: CORRECTIVE STRATEGIES

1. **Parent/Guardian Contact***
2. **Student Conference***
3. Any Corrective Strategies from Level I
4. Participation in a Counseling Session Related to Infraction
5. Refer to Outside Agency/Provider
6. School-Based Program That Focuses on Modifying the Student's Inappropriate Behavior or Promotes Positive Behavior
7. Refer to Tobacco/Vaping Cessation Program
8. Proactive Approach to Discipline (PAD) (District-Approved Schools)
9. Student Court (District-Approved Schools)
10. Assignment to an Alternative Educational Setting at the Student's Currently Assigned School

***Mandatory Corrective Strategies**

Level III: Discipline Response Code

At-A-Glance

Behavior	Corrective Strategies
☐ Breaking and Entering/Burglary ☐ Bullying (Repeated Harassment) ☐ Cheating on Standardized Test(s) ☐ Criminal Mischief (Felony Vandalism) ($1000 and Over) ☐ Disruption on Campus or Any School/District property, Including School-Sponsored Transportation or Any School/District-Sponsored Activity or Function (Major) ☐ False Activation of a Fire Alarm System ☐ Fighting ☐ Forgery (Written Misrepresentation) ☐ Gambling ☐ Discrimination/Harassment (Civil Rights) ☐ Hazing (Misdemeanor) ☐ Improper Activation of a Fire Extinguisher ☐ Other Dangerous Objects ☐ Other Major Incidents ☐ Possession or Use of Unauthorized Over-the-Counter Medications, Drug Paraphernalia, Controlled Substances and/or Anything That Alters Mood or Is Used for Mood Altering ☐ Sexting (Category 1) ☐ Sexual Harassment ☐ Sexual Offenses (Other) ☐ Technology and Computer Related Offenses (Category 1) ☐ Threat/Intimidation Against any Student or Individual who is not an Official Employee or Employee under F.S. 784.081 ☐ Trespassing	**1. Parent/Guardian Contact *** **2. Student Conference*** 3. Any Corrective Strategies from Level I and Level II 4. Assignment to an Alternative Educational Setting (1-10 Days) 5. Permanent Removal from Class and Reassignment to Different Class (Placement Review Committee Decision Required) 6. Suspension 7. Recommendation for an Administrative Assignment or Expulsion ***Mandatory Corrective Strategies**

Level III: Discipline Response Code

LEVEL III behavior offenses are more serious than Level II because they endanger health and safety, damage property, and/or cause serious disruptions to the learning environment.

LEVEL III: OFFENSES	
Breaking and Entering/Burglary **SESIR Incident**	Unlawful entry into or remaining in a dwelling, structure, or conveyance with the intent to commit a crime therein. **Reported to Law Enforcement** **SESIR Incident (Burglary)**
Bullying (Repeated Harassment) **SESIR Incident**	Systematically and chronically inflicting physical hurt or psychological distress on one or more students or school 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 humiliation, or destruction of property. See also School Board Policy 5517.01, *Bullying and Harassment*. **Law Enforcement Consultation Not Required OR** **Reported to Law Enforcement when Bullying involves protected categories or is Hate-Crime related** **Consult with the Office of Civil Rights Compliance when bullying involves protected categories or is Hate-Crime related** **SESIR Incident (Bullying)**
Cheating on Standardized Test(s) **Non-SESIR Incident**	Using dishonest methods to gain an unfair advantage before, during, or after a standardized test. This includes but is not limited to the following: copying answers, taking photographs of standardized tests, using unauthorized materials, artificial intelligence (AI) or electronic devices, selling or distributing test information, or getting help from others in ways not allowed by the test rules. This type of cheating violates policies and may result in disciplinary action and/or the invalidation of test scores. **NON-SESIR Incident**

LEVEL III: OFFENSES

Criminal Mischief (Felony Vandalism) ($1000 and Over) **SESIR Incident**	Criminal Mischief (Felony Vandalism - $1,000 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. **Reported to Law Enforcement** **SESIR Incident (Criminal Mischief)**
Disruption on Campus or Any School/District property, Including School-Sponsored Transportation or Any School/District-Sponsored Activity or Function (Major) **SESIR Incident**	Disruptive behavior that poses a serious threat to the learning environment, health, safety, or welfare of others. **Note:** Do not use this code for students defying authority, disobeying, or showing disrespect to others, using inappropriate language or gestures, or classroom disruption. **Reported to Law Enforcement** **SESIR Incident (Disruption on Campus)**
False Activation of a Fire Alarm System **SESIR Incident**	Any action that causes people to believe that there is a fire or threat of a fire when there is not. **Reported to Law Enforcement** **SESIR Incident (Disruption on Campus)**
Fighting **SESIR Incident**	When two or more persons mutually participate in the use of force or physical violence that either: 1) Requires physical intervention; or 2) Results in injury requiring first aid or medical attention. This does not apply to instances of self-defense, which will be determined on a case-by-case basis. **Reported to Law Enforcement** **SESIR Incident (Fighting)**

LEVEL III: OFFENSES

Forgery (Written Misrepresentation **SESIR Incident**	Making, altering, or signing a document with the intent to defraud or signing another person's signature without the person's consent. **Reported to Law Enforcement** **SESIR Incident (Other Major)**
Gambling **SESIR Incident**	Participating in games of chance for money and/or other things of value. **Reported to Law Enforcement** **SESIR Incident (Other Major)**
Discrimination/Harassment (Civil Rights) **SESIR Incident**	**Discrimination/Harassment (Civil Rights)** means discrimination or harassment directed at someone because of their actual or perceived age, citizenship status, color, disability, ethnic or national origin, gender, gender identity, linguistic preference, marital status, political beliefs, pregnancy, race, religion, retaliation, sex (including sexual harassment), sexual orientation, social and family background, or any other basis prohibited by law. **Reported to Law Enforcement** **Consult with the Office of Civil Rights Compliance** **SESIR Incident (Harassment)**
Hazing (Misdemeanor) **SESIR Incident**	Any action or situation that endangers the mental or physical health or safety of a student at a school with any of grades 6 through 12 for purposes of initiation or admission into or affiliation with any school-sanctioned organization. A misdemeanor occurs when a student intentionally or recklessly commits, solicits a person to commit, or is actively involved in the planning of any act of hazing upon another person who is a member or former member of or an applicant to any type of student organization and the hazing creates a substantial risk of physical injury or death to such other person. **Reported to Law Enforcement** **SESIR Incident (Hazing)**

LEVEL III: OFFENSES

Improper Activation of a Fire Extinguisher **SESIR Incident**	To intentionally remove and/or activate a fire extinguisher when there is no actual fire. **Reported to Law Enforcement** **SESIR Incident (Other Major OR Disruption on Campus)**
Other Dangerous Objects **NON-SESIR Incident**	Having, selling, buying, or controlling any instrument or object, other than a firearm or weapon as defined under a Level V (Weapons Possession offense), which could be used to harm another person, or to scare any person. This offense may include, 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 guns, chains, pipes, ice picks, other pointed instruments, nun chucks, Chinese stars, pepper spray (under 2 oz.), other items used for self-defense (i.e. Ku baton), bullets, firearm clips, or firearm cartridges. This offense also includes lighting fireworks or firecrackers. **NON-SESIR Incident** **Reported to Law Enforcement**
Other Major Incidents **SESIR Incident**	Any serious, harmful incident resulting in the need for law enforcement consultation not previously classified (major incidents that do not fit within the other definitions). This includes any drug or weapon found unattended and not linked to any individual. **Reported to Law Enforcement** **SESIR Incident (Other Major)**
Simulating a Weapon or Firearm While Playing **SESIR Incident**	Simulating a firearm or weapon while playing in a manner that either **substantially disrupts student learning**, **causes bodily harm to another person**, or **places another person in reasonable fear of bodily harm**. *Example: Toy guns can be considered simulated weapons.* **SESIR Incident (Other Major OR Simple Battery OR Threat/Intimidation OR Disruption on Campus)**

LEVEL III: OFFENSES

Possession or Use of Unauthorized Over-the-Counter Medications, Drug Paraphernalia, Controlled Substances, and/or Anything that Alters Mood or Is Used for Mood-altering. **SESIR Incident**	Possession or use of any unauthorized over-the-counter medication, drug, narcotic, controlled substance, or any substance when used for chemical intoxication and/or mood altering. 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. Possession, sale, purchase, use, or distribution of controlled substances will result in corrective actions at school and may lead to arrest and criminal penalties. This includes the possession or use of any medication prescribed by a medical provider and any non-prescribed (over-the-counter) drugs, preparations, and/or remedies that have not been authorized by the student's physician and/or parent/guardian and that have not been approved by the principal as outlined in School Board Policy 5330, *Use of Medications*, with the exception of medication regulated by the United States Food and Drug Administration for over-the-counter use to treat headaches. **Reported to Law Enforcement** **SESIR Incident (Drug Use/Possession)**
Sexting (Category 1) **SESIR Incident**	Forwarding sexually explicit, nude, or partially nude photographs/images through cellular telephones and other electronic media. Sexting is prohibited and will not be tolerated. The School Board Policy 5136.02, *Sexting*, will be enforced. Sexting (Category 1) is a personal, one-to-one student-to-student exposure/transmission which is not coerced and not intended for redistribution. **Consult with the Office of Civil Rights Compliance** **Reported to Law Enforcement** **SESIR Incident (Other Major)**

LEVEL III: OFFENSES

Sexual Harassment **SESIR Incident**	Florida Administrative Code Rule 6A-1.0017 defines sexual harassment as 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. **Consult with the of Civil Rights Compliance** **Reported to Law Enforcement** **SESIR Incident** (Sexual Harassment)
Sexual Offenses (Other) **SESIR Incident**	Other sexual contact, including intercourse, without force or threat of force, including subjecting an individual to lewd sexual gestures, sexual activity, or exposing private body parts in a lewd manner. A variety of actions can be characterized as sexual offenses at school. **Consult with the Office of Civil Rights Compliance** **Reported to Law Enforcement** **SESIR Incident** (Sexual Offenses (Other))

LEVEL III: OFFENSES

Technology and Computer-Related Offenses (Category 1) **Non-SESIR Incident**	Students must comply with School Board Policy 7540.03, *Student Responsible Use of Technology, Social Media, and District Network Systems & Internet Safety* and the M-DCPS Network Security Standards whenever using or accessing District-provisioned accounts, resources and/or electronic devices (even when off-site). These provisions are applicable whether the student is using a District- issued or personal device. Technology and computer-related offenses include but are not limited to accessing or facilitating the access of a computer, electronic device, or networked resource or another user's account without authorization. Level III technology and computer-related offenses **(Category 1)** include: 1) sharing a password with anyone else or engaging in activities that would reveal anyone's password; 2) allowing others to access a computer that the user is logged onto; 3) signing in, or attempting to sign in, as another person; or 4) bypassing or attempting to bypass Internet content filters to access blocked content. **Reported to Law Enforcement** **NON-SESIR Incident**
Threat/Intimidation Against Any Student or Individual Who Is Not an Official Employee or Employee Under Florida State Statute 784.081 (Non-Employee(s)) **SESIR Incident** **(Non-Zero Tolerance)**	An incident where there was no physical contact between the offender and victim, but the victim reasonably believed that physical harm could have occurred based on verbal or nonverbal communication by the offender. This includes nonverbal threats (e.g., brandishing a weapon) and verbal threats of physical harm which are made in person, electronically or through any other means, as well as sending, posting, or transmitting, or procuring the sending, posting, or transmission of, a writing or other record, including an electronic record, in any manner in which it may be viewed by another person, when in such writing or record the person makes a threat to kill or to do bodily harm to another person. **Reported to Law Enforcement** **SESIR Incident (Threat/Intimidation)** **School must refer the student to the School Based Threat Management Team and refer the student to mental health services identified by the District.**

LEVEL III: OFFENSES

Trespassing **SESIR Incident**	To enter or remain on school grounds/campus, school transportation, or at a school-sponsored event/off campus, without authorization or invitation and with no lawful purpose for entry. **Note:** Only incidents involving a student currently under suspension or expulsion, or incidents where any offender (student or non-student) was previously issued an official trespass warning by school officials, or where any offender was arrested for trespass, are required to be reported in SESIR. Trespass incidents that did not have a prior official warning, did not result in arrest, or did not involve students under suspension or expulsion are not required to be reported in SESIR. **Reported to Law Enforcement** **SESIR Incident (Trespassing)**

LEVEL III: CORRECTIVE STRATEGIES

1. **Parent/Guardian Contact***
2. **Student Conference***
3. Any Corrective Strategies from Level I and Level II
4. Assignment to an Alternative Educational Setting (1-10 Days)
5. Permanent Removal from Class and Reassignment to Different Class (Placement Review Committee Decision Required)
6. Suspension
7. Recommendation for an Administrative Assignment or Expulsion

***Mandatory Corrective Strategies**

Level IV: Discipline Response Code

At-A-Glance

Behavior	Corrective Strategies
☐ Grand Theft (Over $750) ☐ Hazing (Felony) ☐ Motor Vehicle Theft ☐ Robbery ☐ Sale, Distribution, Purchase, or Intent to Sell or Distribute Unauthorized Over-the-Counter Medications, Drug Paraphernalia, Controlled Substances and/or Anything that Alters Mood or is Used for Mood-Altering, or Substance Represented to Be a Drug, Narcotic, or Controlled Substance ☐ Sexting (Category 2) ☐ Sexual Assault ☐ Simple Battery Against a Non-Staff Member ☐ Technology and Computer-Related Offenses (Category 2) ☐ Threat/Intimidation Against Specified Officials or Employees as defined in F.S. 784.081 (Non-Zero Tolerance)	**1. Parent/Guardian Contact *** **2. Student Conference*** 3. Any Corrective Strategies from Level I, Level II, and Level III 4. Recommendation for an Administrative Assignment or Expulsion ***Mandatory Corrective Strategies**

Level IV: Discipline Response Code

LEVEL IV behaviors are more serious acts of unacceptable behavior than Level III. They seriously endanger the health and well-being of others and/or damage property.

LEVEL IV: BEHAVIOR OFFENSES	
Grand Theft (over $750) **SESIR Incident**	The unauthorized taking of the property of another person or organization, including motor vehicles, valued at $750 or more, without threat, violence, or bodily harm. Incidents that fall below the $750 threshold are not reportable in SESIR (refer to Larceny/Petit Theft (Level II)). **Note:** Thefts of property of any value that involve a use of force, violence, assault, or putting the victim in fear must be reported as Robbery. **Reported to Law Enforcement** **SESIR Incident (Grand Theft)**
Hazing (Felony) **SESIR Incident**	Any action or situation that endangers the mental or physical health or safety of a student at a school with any of grades 6 through 12 for purposes of initiation or admission into or affiliation with any school-sanctioned organization. A felony occurs when a student intentionally or recklessly commits, solicits a person to commit, or is actively involved in the planning of any act of hazing upon another student who is a member of, former member of, or an applicant to any type of student organization, and the hazing results in permanent injury, serious bodily injury, or death of such other person. **Reported to Law Enforcement** **SESIR Incident (Hazing)**
Motor Vehicle Theft **SESIR Incident**	Taking a motor-powered vehicle without permission. **Reported to Law Enforcement** **SESIR Incident (Grand Theft)**

LEVEL IV: BEHAVIOR OFFENSES

Robbery **SESIR Incident**	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 money or other property, under the confrontational circumstances of force, or threat of force or violence, and/or by putting the victim in fear, without the use of a weapon. **Reported to Law Enforcement** **SESIR Incident (Robbery)**
Sale, Distribution, Purchase, or Intent to Sell or Distribute Unauthorized Over-the-Counter Medications, Drug Paraphernalia, Controlled Substances and/or Anything That Alters Mood or is Used for Mood-Altering, or Substance Represented to Be a Drug, Narcotic, or Controlled Substance **SESIR Incident**	Sell, manufacture, cultivate, purchase, or deliver, or possess with intent to sell, manufacture, or deliver unauthorized over-the-counter medications, drug paraphernalia, controlled substances, or anything that alters mood or is used for mood-altering purposes, or substance represented to be a drug, narcotic or controlled substance. **Reported to Law Enforcement** **SESIR Incident (Drug Sale/Distribution)**

LEVEL IV: BEHAVIOR OFFENSES

Sexting (Category 2) **SESIR Incident**	Forwarding sexually explicit, nude, or partially nude photographs/images through cellular telephones and other electronic media. Sexting is prohibited and will not be tolerated. The School Board Policy 5136.02 addresses Sexting and will be enforced. Sexting (Category 2) is transmission or re-transmission of a sext to an expanded group of recipients. **Note:** A second or multiple offense of a Sexting (Category 1) act also constitutes a Sexting (Category 2) offense. The Sexting (Category 2) offense is a Level IV violation of the Code of Student Conduct. The principal/designee must conduct a mandatory parent/guardian conference and apply at least one of the additional disciplinary strategies from Level IV. **Consult with the Office of Civil Rights Compliance** **Reported to Law Enforcement** **SESIR Incident (Other Major)**
Sexual Assault **SESIR Incident**	An incident that includes fondling, indecent liberties, child molestation, or a threat of sexual battery. Both male and female students can be victims of sexual assault. A threat of sexual battery must include all of the following elements: (1) intent; (2) fear; and (3) capability. If you suspect child abuse or neglect, immediately call the Department of Children and Families (DCF) Abuse Hotline as outlined in School Board Policy 8462, *Student Abuse, Abandonment and Neglect.* **Consult with the Office of Civil Rights Compliance** **Reported to Law Enforcement** **SESIR Incident (Sexual Assault)**
Simple Battery Against Non-Staff Member **SESIR Incident**	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. **Reported to Law Enforcement** **SESIR Incident (Simple Battery)**

LEVEL IV: BEHAVIOR OFFENSES

Technology and Computer-Related Offenses (Category 2)
SESIR Incident

Students are encouraged to use computers, networks, and online telecommunication such as the Internet and electronic mail (e-mail). While exercising the right to use available technology, students must be aware of their responsibility as users. Students must comply with School Board Policy 7540.03, *Student Responsible Use of Technology, Social Media, and District Network Systems, & Internet Safety,* and the M-DCPS Network Security Standards whenever using or accessing District-provisioned accounts, resources and/or electronic devices (even when off-site). These provisions are applicable whether the student is using a District-issued or personal device.

Level IV technology and computer-related offenses **(Category 2)** include, but are not limited to:

1) accessing or using another person's account;
2) modifying and/or distributing student data and/or records (including grades) or Personally Identifiable Information (PII) without authorization;
3) engaging in the disruption or denial of service to a computer, electronic device, or networked resource;
4) destroying or damaging, either virtually or physically, a computer, electronic device, or networked resource, including any stored data;
5) introducing viruses, malware or other illegal/inappropriate software, including unauthorized network monitoring or hacking tools;
6) engaging in surveillance of an individual, including through the use of a computer's camera or microphone or unauthorized remote desktop or keystroke logging software;
7) using a computer, electronic device, or networked resource to access or transmit materials containing profanity, lewd, pornographic, or inappropriate content (including racially/ethnically insensitive or offensive language); or
8) utilizing a computer, electronic device, or network resource to send threats or engage in illegal activities (F.S. Ch.. 815).

Reported to Law Enforcement

SESIR Incident (Other Major OR Sexual Offenses (Other) OR Disruption on Campus)

LEVEL IV: BEHAVIOR OFFENSES

Threat/Intimidation Against Specified Officials or Employees as defined is F.S. 784.081 **SESIR Incident** **(Non-Zero Tolerance)**	An incident where there was no physical contact between the offender and victim, but the victim reasonably believed that physical harm could have occurred based on verbal or nonverbal communication by the offender. This includes nonverbal threats (e.g., brandishing a weapon) and verbal threats of physical harm which are made in person, electronically or through any other means, as well as sending, posting, or transmitting, or procuring the sending, posting, or transmission of, a writing or other record, including an electronic record, in any manner in which it may be viewed by another person, when in such writing or record the person makes a threat to kill or to do bodily harm to another person. **Reported to Law Enforcement** **SESIR Incident (Threat/Intimidation)** **School must refer the student to the School Based Threat Management Team and refer the student to mental health services identified by the District.**

LEVEL IV: CORRECTIVE STRATEGIES

1. **Parent/Guardian Contact***
2. **Student Conference***
3. Any Corrective Strategies from Level I, Level II, and Level III
4. Recommendation for an Administrative Assignment or Expulsion

***Mandatory Corrective Strategies**

Level V: Discipline Response Code

At-A-Glance

Behavior	Corrective Strategies
☐ Aggravated Assault or Assault - Zero Tolerance Against Specified Officials or Employees as defined is F.S. 784.081 ☐ Aggravated Battery Against a Non-Staff Member ☐ Aggravated Battery or Simple Battery - Zero Tolerance Against Specified Officials or Employees as defined is F.S. 784.081 ☐ Robbery (With Weapon) ☐ Arson ☐ False Accusation ☐ Homicide ☐ Kidnapping/Abduction ☐ Possession, Use, Sale or Distribution of Firearms, Explosives, Destructive Devices, and Other Weapons – Zero Tolerance ☐ Sexting (Category 3) ☐ Sexual Battery ☐ Technology and Computer Related Offense (Category 3) ☐ Threat/False Report – Zero Tolerance Against Any School/District Property, Including School-Sponsored Transportation, or Any School/District-Sponsored Activity or Function	**1. Parent/Guardian Contact *** **2. Student Conference*** 3. Any Corrective Strategies from Level I, Level II, Level III, and Level IV 4. Recommendation for an Administrative Assignment or Expulsion ***Mandatory Corrective Strategies**

Level V: Discipline Response Code

LEVEL V behaviors are the most serious acts of misconduct and violent actions that threaten life.

LEVEL V: BEHAVIOR OFFENSES	
Aggravated Assault or Assault - Zero Tolerance Against Specified Officials or Employees as defined is F.S. 784.081 **SESIR Incident** **(Zero-Tolerance/ Employee or School Official)**	Assault: An intentional, unlawful threat by word or act to do violence to the person of another, coupled with an apparent ability to do so, and doing some act which creates a well-founded fear in such other person that such violence is imminent. Aggravated Assault: An assault with the use of a weapon or with the intent to commit another felony. **Note:** Assault, aggravated assault, battery, and/or aggravated battery committed against a staff member require a mandatory recommendation for expulsion. **Reported to Law Enforcement** **SESIR Incident (Threat/Intimidation)** **School must refer the student to the School Based Threat Management Team and refer the student to mental health services identified by the District.** **Zero Tolerance – Mandatory Expulsion for 1 year**
Aggravated Battery Against a Non-Staff Member **SESIR Incident**	Battery: 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. Aggravated Battery: A battery where the attacker intentionally or knowingly caused more serious injury (death or injuries with substantial risk of death, extreme physical pain, protracted and obvious disfigurement, and protracted loss or impairment of the function of a bodily member, organ, or mental faculty); used a deadly weapon; or knew or should have known the victim was pregnant. **Reported to Law Enforcement** **SESIR Incident (Aggravated Battery)**

LEVEL V: BEHAVIOR OFFENSES

Aggravated Battery or Simple Battery Against Specified Officials or Employees **SESIR Incident** **(Zero-Tolerance)**	Battery: An actual and intentional touching, striking of another person against his or her will or the intentional causing of bodily harm to an individual. Aggravated Battery: A battery where the attacker intentionally or knowingly causes more serious injury (death or injuries with substantial risk of death, extreme physical pain, protracted and obvious disfigurement, and protracted loss or impairment of the function of a bodily member, organ, or mental faculty); uses a deadly weapon; or knew or should have known the victim was pregnant. **Note:** Assault, aggravated assault, battery, and/or aggravated battery committed against a staff member require a mandatory recommendation for expulsion. **Reported to Law Enforcement** **SESIR Incident (Aggravated Battery) OR (Simple Battery)** **Zero Tolerance – Mandatory Expulsion for 1 year**
Robbery (With Weapon) **SESIR Incident** **(Zero Tolerance)**	The taking of money or property from another while having a weapon through the use of force, violence, assault, or putting in fear. **Reported to Law Enforcement** **SESIR Incident (Robbery)** **Zero Tolerance – Mandatory Expulsion for 1 year**
Arson **SESIR Incident**	Intentionally setting a fire on school property. To intentionally damage or cause to be damaged, by fire or explosion, any dwelling, structure, or conveyance, whether occupied or not, or its contents. This includes intentionally setting a fire on school property, **Note:** Fires that are not intentional, that are caused by accident, or do not cause damage are not required to be reported in SESIR. **Reported to Law Enforcement** **SESIR Incident (Arson)**

LEVEL V: BEHAVIOR OFFENSES

False Accusation **Non SESIR Incident**	Intentionally making untrue and serious statements about a teacher, staff member, or any member of school staff in a manner that jeopardizes their professional reputation, employment, or professional certification. (F.S. 1006.09(1)(c)). **Reported to Law Enforcement**
Homicide **SESIR Incident**	The unjustified killing of one human being by another (murder, manslaughter). **Reported to Law Enforcement** **SESIR Incident (Homicide)**
Kidnapping/ Abduction **SESIR Incident**	Forcibly, secretly, or by threat, confining, abducting, or imprisoning another person against his/her will and without lawful authority. **Reported to Law Enforcement** **SESIR Incident (Kidnapping)**
Possession, Use, Sale, or Distribution of Firearms, Explosives, Destructive Devices, and Other Weapons **SESIR Incident** **(Zero Tolerance)**	Possession, use, sale, or distribution of firearms and other instruments that can cause or inflict serious harm on another person or that can place a person in reasonable fear of serious harm. **Zero-Tolerance** weapons that require a mandatory recommendation for expulsion are any firearms or instrument or object as defined in F.S. 790.001, including, but not limited to, dirks, knives, metallic knuckles, slungshots, billies, tear gas guns, chemical weapons or devices, or other deadly weapons (including, but not limited to tasers) except a common pocketknife, plastic knife, or blunt-bladed table knife. **Reported to Law Enforcement** **SESIR Incident (Weapons Possession)** **Zero Tolerance – Mandatory Expulsion for 1 year** **School must refer the student to the School Based Threat Management Team and refer the student to mental health services identified by the District.**

LEVEL V: BEHAVIOR OFFENSES

Sexting (Category 3) **SESIR Incident**	Forwarding sexually explicit, nude, or partially nude photographs/images through cellular telephones and other electronic media. Sexting is prohibited and will not be tolerated. School Board Policy 5136.02 addresses Sexting and will be enforced pursuant the Code of Student Conduct. Sexting (Category 3) is broad exposure/distribution of a sext without consent and/or transmittal with the intent to victimize another individual. **Note:** A Sexting (Category 3) offense is also the repeated commission of sexting categories 1, 2 and/or 3 offenses. A Sexting (Category 3) offense is a Level V violation of the Code of Student Conduct because it involves extreme behaviors that seriously endanger the health and well-being of others and/or damages property or character. The principal/designee must conduct a parent/guardian conference and apply at least one of the additional disciplinary strategies from Level V. **Consult with the Office of Civil Rights Compliance** **Reported to Law Enforcement** **SESIR Incident (Other Major)**
Sexual Battery **SESIR Incident**	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 object. **Consult with the Office of Civil Rights Compliance** **Reported to Law Enforcement** **SESIR Incident (Sexual Battery)**

LEVEL V: BEHAVIOR OFFENSES

Technology and Computer Related Offense (Category 3)
SESIR Incident

Students are encouraged to use computers, networks, and online telecommunication such as the Internet and electronic mail (e-mail). While exercising the right to use available technology, students must be aware of their responsibility as users. Students must comply with School Board Policy 7540.03, *Student Responsible Use of Technology, Social Media, and District Network Systems, & Internet Safety*, and the M-DCPS Network Security Standards whenever using or accessing District-provisioned accounts, resources and/or electronic devices (even when off-site). These provisions are applicable whether the student is using a District-issued or personal device.

Level V Technology and Computer-Related Offenses **(Category 3)** include, but are not limited to:

1) using a computer, electronic device, or networked resource to create, access, transmit, or distribute material containing profanity, lewd, pornographic, or obscene content, including but not limited to a "deepfake" (School Board Policy 7540, *Computer Technology and Networks)* (Special Note: Consult with Office of Civil Rights Compliance when these offenses affect other students and/or staff);

2) accessing, modifying and/or distributing student data and/or records (including grades) or Personally Identifiable Information (PII), including but not limited to social security number(s), etc. for financial gain; or

3) destroying, damaging, or interrupting, either virtually or physically, any District information system.

Reported to Law Enforcement

Consult with the Office of Civil Rights Compliance (See Special Note Above)

SESIR Incident (Other Major OR Sexual Offenses (Other) OR Disruption on Campus)

LEVEL V: BEHAVIOR OFFENSES

Threat/False Report – Zero Tolerance Against Any School/District Property, Including School-Sponsored Transportation, or Any School/District-Sponsored Activity or Function

SESIR Incident

(Zero Tolerance)

Threatening to throw, project, place, or discharge any destructive device with intent to do bodily harm to any person or with intent to do damage to any property of any person and/or a false report, with intent to deceive, mislead, or otherwise misinform any person, concerning the placing or planting of any bomb, dynamite, other deadly explosive, or weapon of mass destruction as defined in F.S. 790.166, or concerning the use of firearms in a violent manner against a person or persons.

This includes sending, posting, or transmitting, or procuring the sending, posting, or transmission of, a writing or other record, including an electronic record, in any manner in which it may be viewed by another person, when in such writing or record the person makes a threat to conduct a mass shooting or an act of terrorism (F.S. 836.10.)

Threatening to inflict bodily injury through the discharge of a firearm or through the use of a weapon as defined in F.S. 790.001, against any school/district property, including school-sponsored transportation, or any school/district-sponsored activity or function. This includes nonverbal threats and verbal threats of physical harm which are made in person, electronically, or through any other means.

Sections 790.162 and 790.163, F.S. (Weapons and Firearms), further define the making of a false threat or report.

Reported to Law Enforcement

SESIR Incident (Threat/Intimidation OR Disruption on Campus)

Zero Tolerance – Mandatory Expulsion for 1 year

School must refer the student to the School Based Threat Management Team and refer the student to mental health services identified by the District.

LEVEL V: CORRECTIVE STRATEGIES

1. **Parent/Guardian Contact***
2. **Student Conference***
3. Any Corrective Strategies from Level I, Level II, Level III, and Level IV
4. Recommendation for an Administrative Assignment or Expulsion

***Mandatory Corrective Strategies**

Assignment to an Alternative Educational Setting

A

An Alternative Educational Setting (AES) is a corrective intervention used to address a student's needs and give the student time away from the classroom or regularly assigned school setting to learn targeted behavior management skills in a smaller school setting. A student may be assigned to the following AESs suitable to the Level of Behavior. When the principal utilizes an AES, the student shall be afforded the same due process procedures that are applicable to suspension, including written notice within 24 hours by U.S. mail or an alternative method of notification agreed to by the parent in writing. Schools must consider the student's capacity to understand his or her behavior and the inappropriateness of his or her actions. Schools may take age, development, and disability into account when determining appropriate discipline. Pursuant to School Board Policy 2410.01, *Mental Health Services*, principals shall make a reasonable attempt to notify a parent of a student before the student is removed from school, school transportation, or a school-sponsored activity to be taken to a receiving facility for an involuntary examination pursuant to F.S. 394.463.

A teacher has the authority to refer a disruptive student to the principal's office to maintain effective discipline in the classroom and may recommend an appropriate consequence consistent with the COSC. After determining that the student has violated the COSC, the principal shall respond either by employing the teacher's recommended consequence, or by imposing a more serious disciplinary action, if the student's overall behavioral history warrants it.

If a student's disobedient, disrespectful, violent, abusive, uncontrollable, or disruptive behavior continues, the principal will refer the case to the Student Support Team to schedule a meeting with the parent/guardian to identify potential remedies. If this initial meeting with the student's parent does not resolve the behavioral issues, the school will then: (a) make frequent attempts to communicate with the student's family in writing or by telephone; (b) conduct a student evaluation for alternative education programs; and (c) enter into a behavior contract with the student. Other interventions, including referral to other agencies for family services or recommending a child-in-need-of-services petition, may also be implemented.

TEMPORARY REMOVAL FROM CLASS

Disruptive students removed from class and assigned elsewhere within the student's regularly assigned school. Students removed from class will be provided with assignments that are relevant to the material being taught in the class from which the student was removed.

OTHER ALTERNATIVES

Other alternatives, include after-school detention, Saturday School, or other programs available within the student's regularly assigned school.

In the case of a student with a disability, assignment must be appropriate in light of the student's Individual Educational Plan (IEP) or Section 504 Plan. Removal from a particular class should not effectuate a denial of IEP or Limited English Proficient (LEP) services.

PROACTIVE APPROACH TO DISCIPLINE (PAD) (at District Approved Schools)

Proactive Approach to Discipline (PAD) is a theory of justice that emphasizes repairing the harm caused by crime and conflict. It places decisions in the hands of those who have been most affected by a wrongdoing, and gives equal concern to the victim, the offender, and the surrounding community. PAD focuses on the infraction and conflict, and utilize various techniques such as peace-making circles, which are designed to repair the harm, heal broken relationships, and address the underlying reasons for the offense.

STUDENT COURT SCHOOL-BASED PROGRAM (at District Approved Schools)

Student Court is a tribunal for students who have been trained to hear actual cases of school level offenses committed by their peers. Student Court School-Based Program model is for students who violate Level I, Level II and select Level III behaviors of the *Code of Student Conduct*. It provides participating schools with an alternative resource for decreasing the number of in-school and out-of-school suspensions.

ASSIGNMENT TO SCHOOL CENTER FOR SPECIAL INSTRUCTION (SCSI)

The principal may assign the student to the School Center for Special Instruction (SCSI), which is an alternative setting within the student's regularly assigned school. The SCSI should be designed to provide tutorial and guidance services.

When misconduct in a specific class result in an assignment to SCSI, the student may only be removed from the class where the misconduct occurred. Continued or general misconduct can result in removal from all classes if deemed appropriate by the principal.

PERMANENT REMOVAL FROM CLASS

A teacher may remove a student whose behavior the teacher determines interferes 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. This includes disobedient, violent, abusive, uncontrollable, or disruptive students. The principal shall be notified immediately upon the student's removal.

Each school must establish a Placement Review Committee to determine appropriate placement of the student when the teacher has withheld consent for return to the teacher's class. The parent/guardian of the student must be informed of the Placement Review Committee and be provided the opportunity to communicate with the committee on behalf of the student. The committee may either: (1) place the student in another class within the student's regularly assigned school, or (2) return the student to the teacher's class if the placement is the best or only available alternative.

OUT OF SCHOOL SUSPENSION (1- 10 DAYS) (ONLY Levels III-V)

A principal may remove a student from the student's regularly assigned school for one (1) to ten (10) days for behaviors that constitute a threat to school safety, endanger health and safety, damage property, and/or cause serious disruptions to the learning environment. Principals take this action when they have exhausted informal corrective strategies, or when they have at least considered those alternatives and rejected them as inappropriate in a given situation.

A student removed from his or her regular school program has the right to request and obtain make-up assignments for the time he or she was reassigned. It is the responsibility of the student to request make-up work for assignments missed due to a reassignment from the student's regular school program. In the case of a student with a disability, assignment must be appropriate in light of the student's Individual Educational Plan (IEP) or Section 504 Plan. Removal from a particular class should not effectuate a denial of IEP or Limited English Proficient (LEP) services.

A student removed from his or her regular school program is entitled to be notified of the reason for the reassignment and an opportunity to be heard by the principal/designee. Parents/Guardians must be provided written notice within 24 hours by U.S. mail or an alternative method of notification agreed to by the parent in writing. Furthermore, the student assigned to an AES for more than 10 days is entitled to a hearing.

AES PLACEMENT (MORE THAN 10 DAYS)

A principal may request a District-approved administrative assignment to an AES for more than ten (10) days for Level III-V behaviors that constitute a threat to school safety, seriously endanger health and well-being of others, damage property, and/or cause serious disruptions to the learning environment. This action is taken only when less severe strategies are deemed inappropriate. If the nature of the student's behavior warrants, the Superintendent's designee will approve the request and assign the student to one of the alternative educational settings.

In the case of a student with a disability, assignment must be appropriate considering the student's Individual Educational Plan (IEP) or Section 504 Plan. Removal from a particular class should not effectuate a denial of IEP or Limited English Proficient (LEP) services. Suspensions and Expulsions for more than ten (10) consecutive days and/or a pattern of suspensions and expulsions that exceed ten (10) days in a school year may be considered "changes in placement" for students with disabilities who have a Section 504 Plan or who are enrolled in Exceptional Student Education (ESE) placement under the Individuals with Disabilities Education Act (IDEA). When the student is removed from his/her educational placement for more than ten (10) days, a manifestation determination must be conducted to review the Social Emotional - Behavior Intervention Plan (SE-BIP) and consider whether other strategies, interventions, or assessments are appropriate and the student must be provided appropriate educational services in order to provide a Free Appropriate Public Education (FAPE). Discipline guidelines for IDEA students with disabilities are specified in the District's *Exceptional Student Education Policies and Procedures (SP&P),* Board Policy 2260*, Nondiscrimination and Access to Equal Educational Opportunity*, and discipline guidelines for Section 504 students with disabilities as outlined in Board Policy 2260.01, *Section 504 Procedures for Students with Disabilities.*

A student removed from his or her regular school program is entitled to be notified of the reason for the reassignment and an opportunity to be heard by the principal/designee and the parents/guardians must be sent written notice within 24 hours by U.S. mail or an alternative method of notification agreed to by the parent in writing. Furthermore, the student assigned to an AES for more than 10 days is entitled to a hearing.

Denial of Bus Privileges B

Student misconduct while riding a school bus and/or bus stop is a serious threat to the safety of everyone on the bus as well as other motorists, pedestrians, and members of the community. Students are expected to adhere to the Code of Student Conduct while on school sponsored transportation and bus stops, as well as to the bus rules noted in this section. All rules that apply to school grounds and activities also apply when riding the school bus or at the bus stop. Parents are responsible for their child's behavior on the school bus to and from school as well as their behavior at the bus stop.

☐ School bus drivers must report to the school principal (or his/her designee) any student who persists in disorderly conduct, and any student who engages in violent, abusive, or uncontrollable behavior which:

- endangers the safety of the students, driver, and/or bus aide riding on the bus.
- endangers the safe operation of the bus.

☐ Students may ride only in their assigned bus and get off only at their assigned bus stop.

☐ Students must stand off the roadway while waiting for the bus to arrive.

☐ Students must cross the road **only in front of the bus** and only when all traffic has been completely stopped. Students must NEVER cross the road from behind the bus.

- ☐ Seating charts for students assigned to school buses (in K-8) will be produced using the *Bus Planner* school bus routing system. School bus drivers and aides shall inform students of their seat assignment using these seating charts.

- ☐ Students must enter and leave the bus at schools and at student stops in an orderly fashion. This requires students to proceed on and off the bus without delay.

- ☐ Any student who boards, enters, or remains upon a school bus without authorization, after receiving a warning from a clearly posted sign or a verbal warning by the school bus operator, the principal, a District employee, or law enforcement personnel, may be subject to immediate arrest, discipline, and/or prosecution.

BUS SAFETY RULES AND RESPONSIBILITIES OF TRANSPORTED STUDENTS

Students riding on school buses are required to observe the *Code of Student Conduct*, school bus safety rules, and the following policies of the M-DCPS Transportation Department:

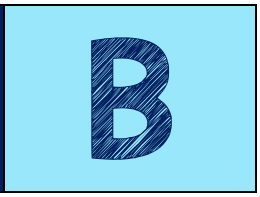
- ☐ Students are to board the bus without haste and without loitering, and without crowding, pushing, or shoving.
- ☐ Students, upon boarding the bus, must go directly to their assigned seat and sit down as quickly as possible.
- ☐ Students shall not change or trade seats.
- ☐ Students must remain seated in their assigned seat for the entire duration of the trip.
- ☐ School buses operated by M-DCPS are equipped with lap belts.
    - While School bus drivers can not compel a student to use the lap belt, all students MUST fasten their lap belt and keep them fastened for the entire trip to and from school.
    - Students who do not comply with the safety rule shall be referred to the school principal.
- ☐ Students must pay attention to the school bus driver (and school bus aide, if assigned) and follow their instructions. The driver and aide are responsible for the safety of the students entrusted in their care.
- ☐ Students must remain quiet enough so as not to distract the driver's attention from the road, especially when the bus is crossing a railroad track.
- ☐ Students must always refrain from shouting, yelling, and other boisterous activities; from engaging in unnecessary conversation with the driver; and from any activity that worries or distracts the driver, and which may put the student's own safety and the safety of others at risk.
- ☐ Students may play music devices when riding on buses ONLY when wearing ear buds or headphones.
- ☐ Students may not eat, drink, smoke, or vape when on the school bus.
- ☐ Students must NEVER extend hands, arms, heads, or any other parts of the body out of the windows of the bus.
- ☐ Students must refrain from littering, including throwing or scattering wastepaper, wrappers, bottles or other items on the bus floor or out of the windows of the bus.
- ☐ Students must not purposely mark, deface, damage, or destroy any part of the bus, the equipment on it, or the area surrounding the bus stop location.

Possible corrective action(s) may include the following depending on the severity of the offense:

- ☐ Verbal or written reprimand from the school principal/ designee.
- ☐ Parent Conference.
- ☐ Up to ten (10) days suspension from being transported to and from school.
- ☐ Up to ten (10) days loss of bus privileges for extracurricular activities.
- ☐ Assignment to AES
- ☐ Recommendation for expulsion if the behavior on the bus constitutes a Level III-V.

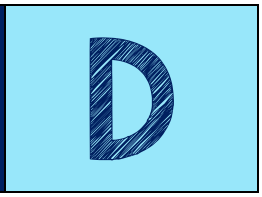
Corrective actions will be determined by the school principal/designee with input from the M-DCPS Department of Transportation and affected bus driver based on the offense and after all necessary documentation has been submitted by the bus driver or M-DCPS transportation center.

Suspension of Bus Privileges for Students With Disabilities



In the case of a student with a disability, suspension of bus privileges must be appropriate considering the student's Individual Educational Plan (IEP) or Section 504 Plan. A manifestation determination must be conducted for more than ten (10) days of bus suspension for any student who receives transportation as a related service on his or her IEP or Section 504 Plan.

Denial of Participating in Social and/or Extracurricular Activities



Students may be denied the privilege of participating in social and/or extracurricular activities if they fail to maintain satisfactory conduct, have been suspended or expelled from school, or otherwise fail to meet eligibility requirements. They may also be denied this privilege if they have been convicted or found to have committed a felony or a delinquent act that would have been a felony if committed by an adult, regardless of whether adjudication is withheld, and a determination has been made that the incident has an adverse impact on the educational program, discipline, or welfare in the school. In addition, for senior high school students, any arrest will result in an immediate minimum 10-day prohibition from participation in interscholastic competitions or performance, including practices

All students, in order to participate in intrascholastic or interscholastic athletics and/or extracurricular activities, must meet all academic and conduct eligibility requirements contained in School Board Policies 5845 and 2431, and those of the Florida High School Athletic Association (FHSAA) and the Greater Miami Athletic Conference (GMAC) Bylaws. This includes students who participate in intrascholastic or interscholastic activities for, but are not enrolled in, a District school.

A student not currently suspended from interscholastic or intrascholastic extracurricular activities, or suspended or expelled from school under this policy, is eligible to participate in interscholastic and

intrascholastic extracurricular activities. Additionally, a student's eligibility to participate in any interscholastic athletics and/or extracurricular activity may not be affected by any alleged recruiting violation until final disposition of the allegation pursuant to F.S. 1006.20.

Expulsion E

A principal may recommend to the Superintendent expulsion or administrative assignment of a student to an AES at an alternative school in accordance with School Board Policy 5610, *Suspension and Expulsion of Students* and this *Code of Student Conduct*. Principals may take this action when they have exhausted less severe administrative corrective strategies, or when they have considered those alternatives and rejected them as inappropriate in the given situation. Upon a recommendation for expulsion or administrative assignment, the student is suspended by the principal and/or administratively assigned to an AES by the Office of School Leadership and Performance/Division of Educational Opportunities (OSLP/DEO). Offenses requiring a mandatory recommendation for expulsion are located in the section below on Zero Tolerance.

Only the School Board can approve an expulsion. The maximum period of time for an expulsion—except for expulsions for committing Zero Tolerance offenses—may not exceed the remainder of the term or school year in which the incident that gave rise to the expulsion occurred, the summer session, plus one additional school year of attendance. An expelled student is entitled to due process as set forth in Policy 5610, including a formal hearing. Expulsions may be imposed with or without continuing educational services and shall be reported accordingly. Expulsion shall include the exclusion of the student from any traditional school, specialized center, or adult program for the number of school days remaining in the school year in which the incident that gives rise to the expulsion takes place and one (1) additional school year.

Manifestation Determination M

A Manifestation Determination meeting is held any time a change of placement is being considered for a student with a disability, such as, when the student has been referred to an Alternative Educational Setting (AES) or School Center for Special Instruction (SCSI). A Manifestation Determination is a process by which the relationship between the student's disability and the specific behavior that may result in disciplinary action is examined. Schools must consider the student's capacity to understand his or her behavior and the inappropriateness

of his or her actions. Schools may take age, development, and disability into account when determining appropriate discipline.

When the student is removed from his/her educational placement for more than ten (10) days, a Manifestation Determination must be conducted. School personnel may remove a student to an Interim Alternative Educational Setting for not more than forty-five (45) school days without regard to whether the behavior is determined to be a manifestation of the child's disability, in cases where a child:

A. carries or possesses a weapon to or at school, on school premises, or to or at a school function under the jurisdiction of a state or local educational agency.

B. knowingly possesses or uses illegal drugs, or sells or solicits the sale of a controlled substance, while at school, on school premises, or at a school function under the jurisdiction of a state or local educational agency; or

C. has inflicted serious bodily injury upon another person while at school, on school premises, or at a school function under the jurisdiction of a state or local educational agency.

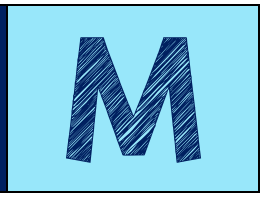
- ☐ Possession of marijuana for personal consumption is exempt from this special circumstance.

- ☐ Serious bodily injury applies only when there is:

  - a substantial risk of death, or extreme physical pain,
  - protracted and obvious disfigurement, or
  - protracted loss or impairment of the function of a bodily member, organ, or mental faculty.

When a student commits one of the special circumstances listed above, the school site where the violation occurred shall contact the parent/guardian and provide the parent/guardian with the Notice of Procedural Safeguards for Students with Disabilities.

Mental Health Services



If a school's School Based Threat Management Team determines that a student may pose 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. School Based 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 may 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 reasonable 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.

Peer Mediation P

The principal may establish a peer mediation program designed to resolve problems addressed in the *Code of Student Conduct*. The establishment and use of this program is solely within the principal's discretion.

Zero Tolerance Z

Zero-tolerance policies must require students found to have committed one of the following offenses to be expelled, with or without continuing educational services, from the student's regular school for a period of not less than 1 full year, and to be referred to the criminal justice or juvenile justice system.

a) **Bringing a firearm** or **weapon**, as defined in chapter 790, to school, to any school function, or onto any school-sponsored transportation or possessing a firearm at school.

b) **Making a threat** or **false report**, as defined by ss. 790.162 and 790.163, respectively, involving school or school personnel's property, school transportation, or a school-sponsored activity.

c) **Making written or electronic threats to conduct a mass shooting or an act of terrorism,** as defined by F.S. 836.10, involving posting, or transmitting, or procuring the sending, posting, or transmission of, a writing or other record, including an electronic record, in any manner in which it may be viewed by another person, when in such writing or record the person makes a threat to conduct a mass shooting or an act of terrorism.

d) **Making a threat to inflict bodily injury through the discharge of a firearm** or **through the use of a weapon** as defined in F.S. 790.001, against any school/district property, including school-sponsored transportation, or any school/district-sponsored activity or function.

The School Board may assign a student to a disciplinary program for the purpose of continuing educational services during the period of expulsion. The District may consider the 1-year expulsion requirement on a case-by-case basis and request the School Board to modify the requirement by assigning the student to a disciplinary program or second chance school if the request for modification is in writing and it is determined to be in the best interest of the student and the District. If a student committing a Zero-Tolerance offense is a student who has a disability, the School Board will comply with applicable statutes and State Board of Education rules.

At any time before an expulsion period for a Zero Tolerance offense has expired, the Superintendent, based upon a threat management team's determination, will determine whether the expulsion period should be extended and, if the expulsion period is extended, what educational services will be provided. The student and student's parent(s) will be notified of the recommendation to extend the expulsion period in accordance with State law.

If a student brings a firearm or weapon and/or makes a threat or false report (electronic or otherwise), the school must refer the student to the school's School Based Threat Management Team and provide mental health services identified by the District.

Assault or Battery on Specified Officials or Employees

Subject to all applicable laws and regulations, any student found to have committed any offense in s. 784.081(1), (2), or (3) shall be expelled or placed in an alternative school setting or other program, as appropriate. Upon being charged with the offense, the student shall be removed from the classroom immediately and placed in an alternative school setting pending disposition.

Other Serious Crimes

The District must take precautions to provide protection at school for victims of students who commit:

- ☐ homicide;
- ☐ assault, battery, and culpable negligence;
- ☐ relating to kidnapping, false imprisonment, luring or enticing a child, and custody offenses;
- ☐ sexual battery;
- ☐ lewdness and indecent exposure; or
- ☐ child abuse.

Chapter III

Student Rights and Responsibilities

Student Rights and Responsibilities

It is the intent of this chapter to allow students maximum freedom under law, commensurate with the school's responsibility for student health, safety, and welfare. The rights and responsibilities presented in this section reflect the need for providing students with greater opportunities to serve themselves and society.

Students must realize that every right implies a responsibility and should conduct themselves appropriately on and off campus. Within every school, the principal and staff have the responsibility and authority for maintaining an orderly educational process. Students are citizens of the greater Miami-Dade Community and represent Miami-Dade Schools at all times.

Attendance

Philosophical Basis:

School administrators have an obligation under state law to enforce compulsory school attendance laws. Students have an obligation to avail themselves of the opportunity for public school education, an education that should help the students develop the skills and knowledge necessary to function in a modern, democratic society. Parents and students should review School Board Policy 5200, *Attendance*.

Rights:	Responsibilities:
☐ Students have the right to information on rules, policies and procedures that clearly define excused absences, unexcused absences, and tardies.	☐ Students have the responsibility to take advantage of their educational opportunity by attending all classes daily and on time, unless circumstances beyond their control prevent them from doing so.
☐ Students have the right not to be penalized in any way for excused absences. Participation in a school-sponsored activity shall be considered an excused absence.	☐ Students have the responsibility to provide the school an adequate explanation for an absence with appropriate documentation.
☐ Students have the right to make up classwork within three days of returning to school in the case of an excused absence or absence because of assignment to an AES or suspension.	☐ Students have the responsibility to request the make-up assignments from their teachers for excused absences upon their return to school and to complete this work within three days.

Complaint Procedures

Philosophical Basis:

When students wish to express dissatisfaction about a situation in their school, they can submit a formal complaint. Schools are responsible for providing mechanisms for the submission and resolution of these complaints.

Rights:	Responsibilities:
☐ Students have the right to a standard procedure for the resolution of formal complaints through a process that includes appropriate lines of communication, a timeline, and a method of appeal. ☐ Students have the right to expect that discrimination and formal complaints will be resolved in an expeditious, orderly, and equitable manner. ☐ Students have the right to report concerns of discrimination/harassment (Civil Rights), including sexual harassment. Parents and students may utilize the formal complaint procedures governing discrimination/ harassment concerns based on protected categories as delineated in School Board Policy 5517 through the Office of Civil Rights Compliance. *(See Special Note 1) ☐ Parents/guardians may request a hearing before an impartial hearing officer in some instances when a student has been assigned to an alternative placement or expelled.	☐ Students have the responsibility to discuss their complaints informally with the persons involved prior to invoking the formal complaint procedures, unless they feel they are unable to resolve the grievance at the school level. ☐ Students have the responsibility to state the formal complaint clearly, to follow established procedures for resolving a formal complaint, and to accept the decision that is rendered and to timely file any appeal of that decision.

SPECIAL NOTE

[1] **Discrimination/Harassment (Civil Rights), including Sexual Harassment, may require law enforcement consultation and must be reported to the Office of Civil Rights Compliance at 305-995-1580.** For Discrimination/Harassment (Civil Rights), including Sexual Harassment, involving charter school students, contact the individual charter school's Civil Rights Compliance Officer.

A student who is the victim of discrimination/harassment prohibited by Title IX, including sexual harassment, should refer to Board Policies 5517, 5517.02, and the District's associated procedural manual to request supportive measures and/or an investigation. Additional information and resources can be accessed by visiting http://hrdadeschools.net/civilrights . If you suspect child abuse or neglect, immediately call the Department of Children and Families (DCF) Abuse Hotline as outlined in School Board Policy 8462, *Student Abuse, Abandonment and Neglect*.

Counseling Services

Philosophical Basis:

Personal concerns can seriously threaten and inhibit the educational development of students. Schools have the responsibility to make relevant and objective information available to students, to provide a comprehensive Student Services program, and to recommend students to agencies equipped with the facilities and resources necessary to offer additional, direct assistance.

Rights:	Responsibilities:
☐ Students have the right to appropriate counseling that addresses their personal and educational needs within a reasonable period of time. ☐ Students have the right of access to counselors who can assist by allocating the time, attention, and assistance without interruptions or cancellation of appointments. ☐ Students have the right to be accurately informed, in a language they can understand, of all support programs available. ☐ Students have the right to request a change of counselor if another counselor is available. ☐ Students have a **right** to get help from a school counselor. The counselor will be able to refer the student to outside resources if the student or student's parent(s) need additional assistance.	☐ Students have the responsibility to schedule appointments in advance unless their problem or concern is an emergency. ☐ Students have the responsibility to keep scheduled appointments in a timely manner and to respect the rights of others in accessing the counselor's services. ☐ Students have the responsibility to use these services for their educational, career, and personal development. ☐ Students have the responsibility to work cooperatively with the administration in seeking this change.

Free Speech, Expression and Assembly

Philosophical Basis:

One of the basic purposes of education is to prepare students for responsible self-expression in a democratic society. Citizens in our democracy are permitted self-expression under the First and Fourteenth Amendments of the United States Constitution. Full opportunity should be provided for students to inquire, to question, and to exchange ideas. They should be encouraged to participate in discussions in which many points of view, including those that are controversial, are freely expressed.

Rights:	Responsibilities:
☐ The Pledge of Allegiance is a statement of American ideals, and students shall be protected in their right to affirm their identity with these ideals. However, students who do not wish to participate in the pledge may, upon written request of their parent/guardian, refrain from participation but may not be disruptive. ☐ Students have the right to refrain from any activity that violates the precepts of their religion. ☐ Students have the right to express themselves by speaking, writing, wearing, or displaying symbols of ethnic, cultural, or political values. Exercise of this right shall be denied or limited only when it substantially disrupts the educational process or orderly operation of a school or 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. ☐ Students have the right to petition and survey student opinion in accordance with procedures established by the principal. ☐ Students have the right to form and express their own opinions on controversial issues without jeopardizing relations with their teachers or the school. ☐ Students have the right to assemble peacefully on school grounds or in school	☐ Students have the responsibility to act in a manner that preserves the dignity of the occasion. ☐ Students have the responsibility to respect the political and religious beliefs of others. ☐ Students have the responsibility to accept the rights of others to have differing viewpoints and to express themselves on those issues with which they disagree, in a manner that does not infringe upon the rights of others or interfere with the orderly educational process of the school. This should be done in a manner that is not obscene, libelous, or in violation of the school dress code. ☐ Students initiating a petition or survey have the responsibility to ensure its reasonableness and accuracy. ☐ Students have the responsibility to become informed and knowledgeable about controversial issues and to express their opinion respectfully and without disrupting the educational environment or violating school rules. ☐ Students have the responsibility to plan, seek approval of, and conduct activities that are consistent with the educational objectives of the school.

Rights:	Responsibilities:
buildings. Exercise of this right shall be denied or limited only when it substantially disrupts the educational process or orderly operation of a school or 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.	

Grades

Philosophical Basis:

Grades reflect the student's academic progress based on the state academic standards for the grade level/course in which the student is enrolled at any particular time. Since much emphasis is placed upon grades, students' academic grades should reflect the teacher's most objective assessment of students' academic achievement. Academic grades should not be based upon the student's effort and/or conduct nor be used as a threat in order to maintain classroom decorum.

Rights:	Responsibilities:
☐ Students have the right to be informed of the teacher's grading criteria, which is consistent with district guidelines, at the beginning of each grading period. ☐ Students have the right to receive an academic grade that reflects their achievement. ☐ Students have the right to be notified when they are performing unsatisfactorily. ☐ Students have the right to receive a conduct and effort grade in each class consistent with their overall behavior and effort. ☐ Students have the right to achieve academic success based upon their own initiative and ability without interference from others.	☐ Students have the responsibility to ask teachers in advance of a graded assignment for an explanation of any grading criteria or practice they may question or that needs clarification. ☐ Students have the responsibility to maintain reasonable standards of academic performance commensurate with their ability. ☐ Students have the responsibility to make every effort to improve their performance upon receipt or notification of unsatisfactory performance. ☐ Students have the responsibility to conduct themselves in each class in ways that are conducive to the learning process. ☐ Students have the responsibility to earn grades based upon their performance while guarding against cheating by other students.

Knowledge and Observation of Rules of Conduct

Philosophical Basis:

The most effective learning takes place in an atmosphere where students, parents/guardians, and school staff are fully aware of the grounds for corrective strategies and the procedures to be followed for violations of the Code of Student Conduct**.**

Rights:	Responsibilities:
☐ Students have the right to a clear explanation of the *Code of Student Conduct* in understandable language. They have the right to know the consequences of their misconduct.	☐ Students have the responsibility to become familiar with the *Code of Student Conduct* and to observe all school and classroom rules.

Marriage, Pregnancy and Parenthood

Philosophical Basis:

Students who are married, parents/guardians, or expectant parents/guardians do not lose their right to free public education. It is, therefore, the responsibility of the public schools to encourage their continued education through the implementation of positive policies and the development of appropriate educational programs.

Rights:	Responsibilities:
☐ Students who are married, parents or expectant parents have the right to remain in the regular school program, including appropriate extracurricular activities, or to attend one of the specialized programs designed to meet their particular needs. ☐ Students have the right, upon request, to be referred to an appropriate agency for special counseling regarding marriage, pregnancy, and parenthood. ☐ Students have the right to report concerns of discrimination/harassment based on marital status or pregnancy. Parents and students may utilize the formal complaint procedures governing discrimination/harassment concerns based on protected categories as delineated in School Board Policy 5517 through the Office of Civil Rights Compliance.	☐ Students have the responsibility to request professional medical advice regarding continued school attendance. ☐ Students have the responsibility to request special counseling regarding marriage, pregnancy, and parenthood.

Participation in School Programs and Activities

Philosophical Basis:

Students learn from one another. Positive association with others may contribute to the overall goals of education. Schools have the responsibility to promote appropriate formal and informal school programs and activities among students.

Rights:	Responsibilities:
☐ Students have the right to organize and participate in associations and extracurricular activities within the school that are organized for any proper and lawful purposes. Group membership cannot be denied any student based on a protected category as delineated in School Board Policy 5517, *Prohibition on Discrimination and Harassment Against Students Based on Protected Categories*. .	☐ Students have the responsibility to seek prior and proper consent from administrators and other designated school personnel before organizing student associations and for meeting approved criteria for membership in clubs and organizations. ☐ Student council officers and representatives have the responsibility to be aware of school needs and concerns of the student body and to work toward meeting those needs.
☐ Students have the right to have an elected representative student council appropriate to the school's level, and to take an active part in student activities designed to help make rules that affect their lives in school.	☐ Students have the responsibility to participate regularly in their respective organizations, to conduct themselves in an appropriate manner, and to operate according to School Board policies and individual school requirements.

Publications

Philosophical Basis:

The primary liberties in students' lives have to do with the process of inquiry and learning, of acquiring and imparting knowledge, and of exchanging ideas. This process requires that students have the right to express opinions, to take stands, and to support causes publicly or privately. One of the important roles of the school is to provide effective avenues through which students may express themselves on a wide range of subjects. Official school publications, such as school newspapers, should reflect the policy and judgment of the student editors and should include viewpoints representative of the entire school community.

Rights:	Responsibilities:
☐ Students have the right to issue publications in accordance with School Board Policy 5722, *School Sponsored Student Publications, Productions, and Performances.* ☐ Students have the right to possess, post and distribute any forms of literature that are not substantially disruptive to the	☐ Students have the responsibility to obey the principal as to how, when and where materials may be distributed. ☐ Students have the responsibility to use only those bulletin boards or wall area designated for use by students and student organizations, to seek approval for distribution of materials, and to accept

Rights:	Responsibilities:
school program including, but not limited to, newspapers, magazines, leaflets, pamphlets, social media posts. ☐ Students have the right to be free from censorship of their publications except within the framework of guidelines previously agreed upon by current students and administrators.	responsibility for the effect that the posting, publication, or distribution of this literature might have on the normal activities of the school. ☐ Students have the responsibility to refrain from publishing libelous and obscene materials, to seek full information on the topics they write about, and to observe the normal rules for responsible journalism.
Principals may restrict distribution of materials that are primarily commercial in nature or disruptive to the orderly operation of the school.	

Respect for Persons and Property

Philosophical Basis:

Students have an obligation to assume responsibility for their own actions regarding respect for other persons and their property. The school must provide a climate that fosters respect for persons and property.

Rights:	Responsibilities:
☐ Students have the right to be treated with courtesy and respect. ☐ Students have the right to an environment where public or private property rights are respected. ☐ Students have the right to expect safe conditions at school, at bus stops, on the school bus and during school-sponsored activities. ☐ Students have the right to an educational setting that is safe, secure and free from harassment and bullying of any kind.	☐ Students have the responsibility to show respect and courtesy to fellow students, all School Board personnel, parents/guardians, and school visitors. ☐ Students have the responsibility for neither taking nor damaging the property of fellow students, school personnel or the school. ☐ Students have the responsibility to respect the privacy and property of persons living in areas surrounding schools and bus stops. Additionally, students have the responsibility to contribute to a safe learning environment by reporting criminal acts and potentially harmful or dangerous situations including bullying or harassment, to an adult. ☐ Students have the responsibility not to bully or harass other students.

Right to Learn

Philosophical Basis:

All students, in accordance with their age, grade level, and maturity, have the right to be involved in their education. Course selection and participation in school activities are an integral part of learning. Students' opinions concerning course materials, content, and relevance are important and deserve analysis and consideration by educators.

Rights:	Responsibilities:
☐ Students have the right of access to clear curriculum descriptions that will help them make more informed choices.	☐ Students have the responsibility to seek clarification, if necessary, from informed persons in the school.
☐ Students have the right to participate in challenging, creative, academic programs at all levels in elementary, middle, and senior high schools.	☐ Students have the responsibility to strive for academic growth by participating to their utmost ability.
☐ Students have the right to study all subjects under qualified instructors in an atmosphere free from bias and prejudice.	☐ Students have the responsibility to contribute to the development of a positive climate in the school that is conducive to wholesome learning and living.
☐ Secondary students have the right to representation on committees that participate in textbook selection and curriculum planning from individual school councils to district level.	☐ Students have the responsibility to respect the rights of others who have differing viewpoints and become informed and knowledgeable about controversial issues.
☐ Students have the right of equal access to any extracurricular activity.	☐ Students have the responsibility to involve themselves in committees and enrich their classes through participation in implementation and evaluation.
☐ Students with disabilities may be entitled to special services.	☐ Students have the responsibility to request participation in any extracurricular activity.

Search and Seizure

Philosophical Basis:

Students possess the right of privacy as well as freedom from unreasonable search and seizure of person or property guaranteed by the Fourth Amendment of the United States Constitution. That right, however, is balanced by the school's responsibility to protect the health, safety, and welfare of all its students.

Rights:	Responsibilities:
☐ Students may have a legitimate expectation of privacy; however, a student's person and/or property, including, but not limited to back packs, purses, devices, and vehicles, may be searched if there is a reasonable suspicion that a search will turn up evidence that the student has violated or is violating law, School Board policy, or school rules. Any search of a student's personal belongings, including a purse, backpack, or bookbag, must be conducted discreetly to maintain the privacy of the student's personal items within such belongings. ☐ To deter individuals from bringing weapons to school, curtail the threat of violence, and foster a safe learning environment, searches using metal detectors or specially trained animals may be conducted. See School Board Policy 5771, *Search and Seizure*. ☐ Storage places provided by the school, including desks and/or lockers and the contents within them, remain under the control of the School Board and may be the subject of a search, upon reasonable suspicion, for prohibited or illegally possessed substances or objects, with or without a student's consent. The principal must post a visible notice in the school that such a search may be conducted. ☐ Except in emergency situations, students have the right to prior notification of any general search of lockers.	☐ Students have the responsibility not to carry or conceal any material prohibited by law or by the *Code of Student Conduct*. ☐ Students are responsible for the contents of their lockers, on their person, vehicles, book bags, purses, devices, etc. ☐ Students have the responsibility to adhere to policies governing the use of school lockers.

Rights:	Responsibilities:
☐ Students have the right to use authorized locks on school-owned lockers. ☐ Students have the right to notice that they may be subject to random search for weapons by metal detectors while on school grounds or at school functions at any time. (See Special Note [1]) These are administrative searches for which no individualized reasonable suspicion is needed, and no student may opt out.	

SPECIAL NOTES

[1] School authorities may search a student's person or property, including vehicles, with or without the student's consent, whenever they reasonably suspect that there has been a violation of law, School Board Policy, or school rules. This authority applies to all situations in which the student is under the jurisdiction of the Board.

Signs that advise students and visitors that they are subject to search for weapons by metal detectors will be posted in prominent locations at each secondary school and adult vocational site.

Student Records

Philosophical Basis:

Student records to provide information that can be used to develop the best possible educational program for each student. A student's record contains information useful for advisement, counseling, individual instructional program design, recommendations for advanced study, job placement and other information needed for making appropriate educational decisions. Care must be exercised by the school staff to assure that student records are treated confidentially, and that the information is relevant, accurate, and appropriate.

Rights:	Responsibilities:
☐ Parents/guardians and eligible students have the right to review student records pursuant to School Board Policy 8330, *Student Information, Records, and Privacy Rights*. ☐ Parents/guardians and eligible students also have the right to object to information in student records and must give written permission for anyone to read student records. This permission is called a release. ☐ Parents/guardians and eligible students may request an informal hearing to challenge the content of the student's educational record(s), on the basis that the record is inaccurate or misleading. Contact the school principal regarding hearing procedures. ☐ Parents/guardians and eligible students have the right to be protected by legal provisions that prohibit the release of personally identifiable information to unauthorized persons without consent. ☐ The District may release the name(s) and address(es) of students in grades ten through twelve (10-12) to a recruiting officer for any branch of the United States Armed Forces or an institution of higher education who requests such information, the eligible student or the student's parent/guardian submits a written request not to release such information. ☐ These rights automatically transfer to students as soon as they become 18 years of age (eligible students).	☐ Parents/guardians and eligible students have the responsibility to provide the school with any information that may be useful in making appropriate educational decisions. Parents/guardians and eligible students have the responsibility to meet their financial obligations as it relates to school fees or notify administration if they are not able to meet their financial obligations. ☐ Parents/guardians and eligible students have the responsibility to release information to those persons or agencies who are working actively and constructively for the benefit of the student. ☐ Parents/guardians and eligible students have the responsibility to notify the school of any change of address, telephone numbers, and other pertinent personal data.

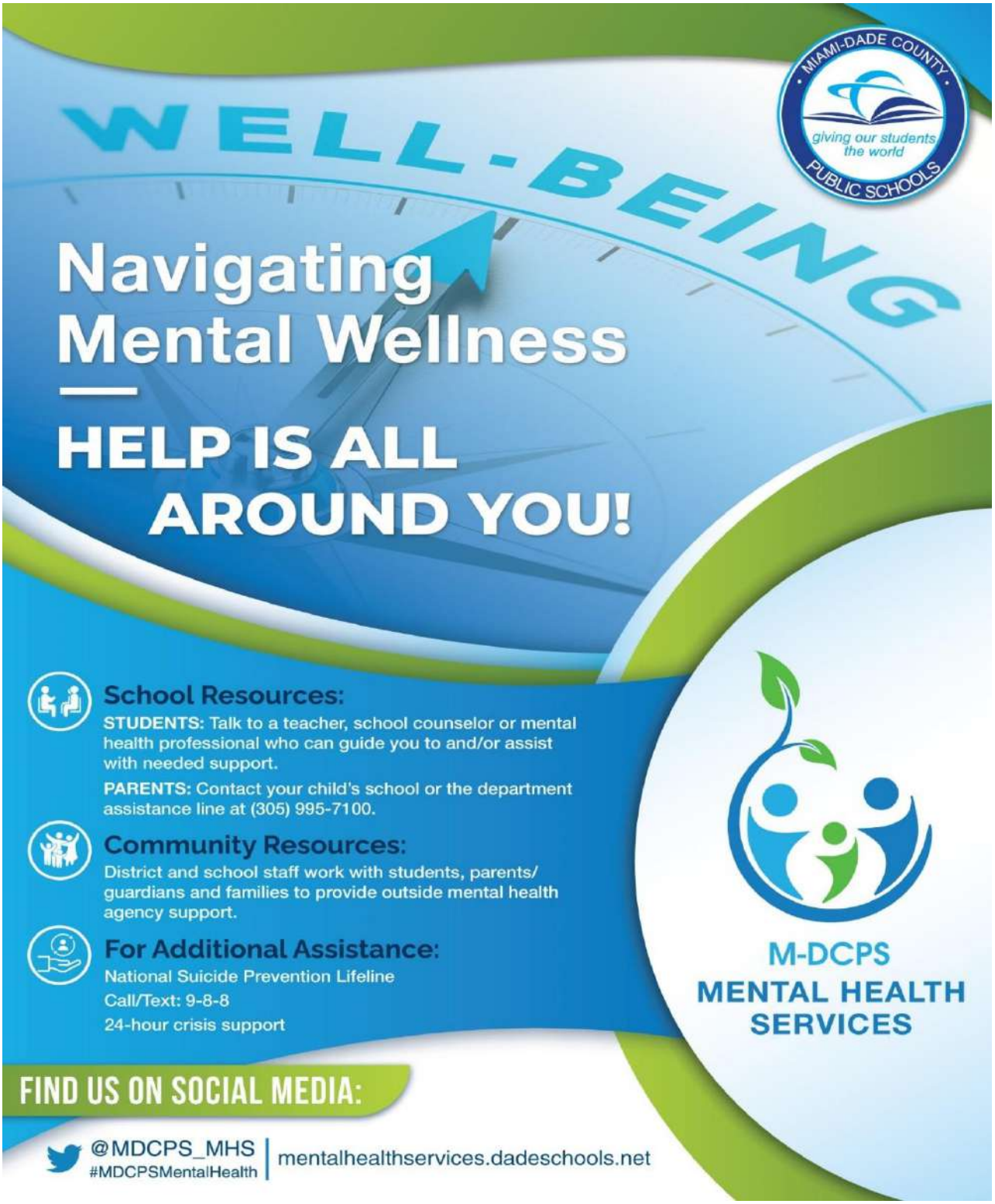
Chapter IV

Student Resources

FortifyFL

Florida Statute 943.082 states that if, following an investigation, it is determined that a person knowingly submitted a false tip through FortifyFL, the Internet protocol (IP) address of the device on which the tip was submitted will be provided to law enforcement agencies for further investigation, and the reporting party may be subject to criminal penalties under s. 837.05. In all other circumstances, unless the reporting party has chosen to disclose his or her identity, the report will remain anonymous.

NAVIGATING MENTAL WELLNESS – HELP IS ALL AROUND YOU



Anti-Discrimination Policy

The School Board of Miami-Dade County, Florida adheres to a policy of nondiscrimination in employment and educational programs/activities and strives affirmatively to provide equal opportunity for all as required by:

Title VI of the Civil Rights Act of 1964, as amended - prohibits discrimination on the basis of race, color, and national origin, including actual or perceived shared ancestry or ethnic characteristics, or citizenship or residency in a country with a dominant religion or distinct religious identity.

Title VII of the Civil Rights Act of 1964, as amended - prohibits discrimination in employment on the basis of race, color, religion, sex, and national origin.

Title IX of the Education Amendments of 1972 - prohibits discrimination on the basis of sex. M-DCPS does not discriminate on the basis of sex in any education program or activity that it operates as required by Title IX. M-DCPS also does not discriminate on the basis of sex in admissions or employment.

Age Discrimination Act of 1975 - prohibits discrimination based on age in programs or activities.

Age Discrimination in Employment Act of 1967, as amended (ADEA) - prohibits discrimination on the basis of age with respect to individuals who are at least 40 years old.

The Equal Pay Act of 1963, as amended - prohibits gender discrimination in the payment of wages to women and men performing substantially equal work in the same establishment.

Section 504 of the Rehabilitation Act of 1973 - prohibits discrimination against qualified students with disabilities.

Americans with Disabilities Act of 1990 (ADA) - prohibits discrimination against individuals with disabilities in employment, public service, public accommodations, and telecommunications.

The Family and Medical Leave Act of 1993 (FMLA) - requires covered employers to provide up to 12 weeks of unpaid, job-protected leave to eligible employees for certain family and medical reasons.

The Pregnancy Discrimination Act of 1978 - prohibits discrimination in employment on the basis of pregnancy, childbirth, or related medical conditions.

Florida Educational Equity Act (FEEA) - prohibits discrimination on the basis of race, color, sex, gender, national origin, religion, marital status, or disability in public education.

Florida Civil Rights Act of 1992 - secures all individuals within the state freedom from discrimination because of race, color, religion, sex, pregnancy, national origin, age, handicap, or marital status.

Title II of the Genetic Information Nondiscrimination Act of 2008 (GINA) - prohibits discrimination against employees or applicants because of genetic information.

Boy Scouts of America Equal Access Act of 2002 – No public school shall deny equal access to or a fair opportunity for groups to meet on school premises or in school facilities before or after school hours or discriminate against any group officially affiliated with Boy Scouts of America or any other youth or community group listed in Title 36 as a patriotic society.

Veterans are provided re-employment rights in accordance with 38 U.S.C. § 4312 (Federal Law) and Section 295.07 (Florida Statutes), which stipulate categorical preferences for employment.

In Addition:
School Board Policies 1362, 3362, 4362, and 5517 - Prohibit harassment and discrimination against students, employees, or applicants on the basis of age, citizenship status, color, disability, ethnic or national origin, FMLA, gender, gender identity, genetic information, linguistic preference, marital status, political beliefs, pregnancy, race, religion, sexual harassment, sexual orientation, social and family background, and any other legally prohibited basis. Retaliation for engaging in a protected civil rights activity is also prohibited.

For additional information about Title IX or any other discrimination/harassment concerns, contact the U.S. Department of Education Assistant Secretary for Civil Rights and/or:

Office of Civil Rights Compliance (CRC)
District Director/Title IX Coordinator
155 NE 15th Street, Suite P104E
Miami, Florida 33132
Phone: (305) 995-1580 TDD: (305) 995-2400
Email: crc@dadeschools.net

Website: https://tinyurl.com/MDCPS-CRC

For additional information on Section 504 of the Rehabilitation Act of 1973 or any other student disability concerns contact:

Department of Exceptional Student Education
1501 NE 2nd Ave, Suite 407
Miami, Florida 33132
Phone: (305) 995-2037 TDD: (305) 995-2400
Email: ese@dadeschools.net

Website: https://ese.dadeschools.net

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