



# **Discipline PEIMS Procedure Manual**

**2019-2020**

Updated 8/14/2019

## Introduction

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Per state law, every Texas school district is required to adopt a discipline system, whether manual or automated, that includes procedures that ensure the accurate recording, and reporting of discipline data. Campus staff members enter student discipline utilizing *Skyward Student Management*. District staff must report discipline information through the Public Education Information Management System (PEIMS) to the Texas Education Agency (TEA). This data is mandated for collection by Texas Education Code TEC 37.020. The discipline data is used by TEA for Texas Academic Performance Report, Safe Schools and Performance Based Monitoring (PBM) which determines district ratings.

## Purpose

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The Duncanville Independent School District Discipline Procedures Manual has been compiled by the PEIMS Division to provide authorized school district personnel with specific, detailed information on the DISD school discipline reporting system.

## TEA/PEIMS Background Info

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The mission of TEA is to provide leadership, guidance and resources to help Texas public & charter schools meet the educational needs of all students.

Public Education Information Management System (PEIMS) is data submitted to TEA four times a year. The goal is to make education more accountable. Student enrollment data is submitted weekly.

### Data Requested by TEA

- a. Student Demographics (SS#, Full Name, Date of Birth, Sex, Ethnicity)
- b. Personnel/Staff (Staff ID, Full Name, Sex, Position, Yrs. Experience, Highest Degree)
- c. Financial
- d. Academic Performance, Attendance, **Discipline**

### Why PEIMS?

Funding, Research, Accountability, Info/Trends, Legislative Reporting, Desktop Audits

### What if our *Skyward* data is wrong?

Audits, Funding may have to be Returned or Not Given

## Resources

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PEIMS Data Standards (TEA Website)

[https://tea.texas.gov/Reports\\_and\\_Data/Data\\_Submission/PEIMS/Public\\_Education\\_Information\\_Management\\_System/](https://tea.texas.gov/Reports_and_Data/Data_Submission/PEIMS/Public_Education_Information_Management_System/)

Student Attendance Accounting Handbook (TEA Website)

[https://tea.texas.gov/Finance\\_and\\_Grants/Financial\\_Compliance/Student\\_Attendance\\_Accounting\\_Handbook/](https://tea.texas.gov/Finance_and_Grants/Financial_Compliance/Student_Attendance_Accounting_Handbook/)

Texas Education Data Standards

[https://www.texasstudentdatasystem.org/TSDS/TEDS/TEDS\\_Latest\\_Release/](https://www.texasstudentdatasystem.org/TSDS/TEDS/TEDS_Latest_Release/)

Duncanville ISD Board Policy

Chapter 37 of Texas Education Code

## Required Audit Documentation

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Regardless of where discipline records are filed or stored, they must be readily available for audit by the Financial Compliance Division of the TEA. Auditors have the authority to examine discipline records for any year for which your district is required to retain records. If auditors detect errors during an audit, the TEA will either assess an adjustment to subsequent allocations of state funds or require your district to refund the total amount of the adjustment when the audit is finalized. SAAH – (Section 1.5)

**If auditors determine that original documentation *was not created at the time of the discipline*.....TEA will retain 100% of your district's FSP allotment. (SAAH – Section 1.2)**

You must retain the discipline documentation related to removal from regular or IEP instruction (OSS, ISS, DAEP, JJAEP) for **5 years**.

If the discipline records are kept for more than 5 years, they can be audited. Shred the 6<sup>th</sup> year.

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## Student Discipline Data Documentation

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District staff members **must always use ink** to document any student discipline data, such as investigation forms. Staff members must **never** record any findings in pencil, use liquid correction fluid, or use a signature stamp. If errors are made on any official discipline investigation documents, the staff member making the correction must strike through the error, enter corrections and initial. (SAAH 2015 section 3.6.1)

Senate Bill 124: ...relating to the punishment for the offense of tampering with certain governmental records based on certain reporting for school districts...An offense under this section is a felony of the third degree if it is shown...that the...data reported for a school district...to TEA through PEIMS.

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## Data Integrity

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Data integrity is of the utmost importance at all levels of the Duncanville Independent School District. All Student Data — demographics, membership (entries and withdrawals), absences, program eligibility, discipline, grades, etc., must be on file. The data about each student that is reported to PEIMS must be first posted to the Skyward Student Management Information System. Missing data results in a PEIMS "Fatal Error" and the student will not be counted for funding or program enrollment, resulting in a loss of program funds.

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## Impact of Inaccurate Data

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- Financial - loss of state funds
- Accreditation status
- Compliance reprimand, etc.

The policies and procedures outlined in this manual should be carefully followed to ensure accurate posting of discipline data. If there are unresolved questions regarding the posting of data, the PEIMS Division is available to provide assistance.

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## Computer Security

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Access to *Skyward Student* must be designated by the Campus Principal and requested via a Help Desk ticket. Those 'new' to the *Skyward Student Management Information System* will be required to receive training prior to being given access to the software. All users shall be required to acknowledge receipt and understanding of all administrative regulations

governing use of the system, and shall agree to allow monitoring of their use and to comply with such regulations and guidelines. **All security requests and changes to staff members must be submitted via a Help Desk Ticket by the campus administrator.**

The *Skyward* software is password protected. Access is granted to areas related to position assignment. Passwords should be protected and should not be given out to other persons.

All users are instructed to exit the system [log out, do not just click the 'X'] when not in use or to lock the computer when temporarily away from their workstations.

## **Business Rules**

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Teacher Referrals to the Office must be processed within 2 school days.

### **Offense Details:**

**Offense Disciplinary Action Reason** is the reason for the referral. All Teacher Referrals to the Office will be changed to a specific offense disciplinary action reason.

**School** is the name of the campus the student is enrolled at the time of the teacher referral to the office.

**Behavior Location Code** indicates where a student committed an applicable offense.

**Offense Date/Offense Time** is the date and time of the incident supported by the teacher referral to the office.

**Campus ID of Discipline Responsibility** is the student's home/instructional campus, the campus on which the student is enrolled. They are "responsible" for the student. You must **ALWAYS** enter a Responsibility Building.

**Discipline Referral Number/Incident Number** designates an incident that occurs on a campus and results in one or more disciplinary actions for one or more students.

**If, on a single campus, more than one student is involved in an incident that results in disciplinary action(s), all of the student involved in that incident DR's must show the same DR number. *TEDS E1016, 3.4.435***

Having the same DR # allows users to see the connection between two or more students involved in a single incident and/or two or more disciplinary actions for the same incident.

**Disciplinary Officer** is the administrator assigned to the referral for processing.

### **Action Summary and Detail:**

**Discipline Action Code** indicates the type of disciplinary action taken for a student. An incident cannot have two (2) of the **same** action codes on one discipline referral. (i.e. cannot have 2 different actions of ISS for the same incident)

**Suspension Type** indicates the type of suspension ordered by the discipline officer.

**Ordered Date of Disciplinary Action** indicates the date on which the disciplinary assignment was ordered, the date the student meets with the AP. This may or may not reflect the date on which the disciplinary infraction occurred. This date may or may not reflect the date on which the disciplinary assignment begins. This date cannot be **before** the Offense Date and Time.

**Return Date** is the date the student can return to the student’s instructional setting.

**Official Length Assigned** indicates the official or assigned number of days of a student’s disciplinary assignment.

**Action Status** is used to determine if the action is open, reissued, or served.

**Campus ID of Disciplinary Assignment** is the building where the discipline is “assigned”.

**Length Reason Difference Codes** indicates the reason for the difference, if any, between the Official Length Assigned and Actual Days Served. Do not use code 99.

**Difference Reason codes:**

- 00 No Difference Between Official & Actual Lengths of Disciplinary Assignments
- 01 Term Modified by District
- 02 Term Modified by Court Order
- 03 Term Modified by Mutual Agreement of District & Student, and/or Parents
- 04 Student Completed Term Requirements Sooner than Expected
- 05 Student Incarcerated
- 06 Term Decreased due to Extenuating Health Related Circumstances
- 07 Student Withdrew from School
- 08 School Year Ended Before Completion of Disciplinary Action Assignment
- 09 Continuation of Previous Year’s Disciplinary Action Assignment
- 10 Term Modified by Placement Program Due to Student Behavior While in the Placement
- 99 Other

**Actual Days Served** indicates the actual number of days a student actually served the discipline assignment. Include only the actual number of instructional school days that the student was in attendance when calculating this number. **Do not include days absent** for ISS & DAEP. Exception - OSS student will be absent.

**Reporting Requirements**

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Every disciplinary action that results in the removal of a student from any part of their regular academic program will be reported to the state. These settings include In School Suspension (ISS), Out of School Suspension (OSS), Disciplinary Alternative Education Program (DAEP) or Juvenile Justice Alternative Education Program (JJAEP).

For Partial Day In-School Suspensions or Partial Day Out-Of School Suspensions the official length of assignment cannot be greater than one (1) day. ISS & OSS partials count as one (1) day, even if it is for only one class period.

**Special Report Requirements**

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The attendance/data entry clerks or secretaries are only responsible for entering information that has been provided to them by the administrators who are responsible for applying the Student Code of Conduct to student behavior. Administrative staff must not assign the responsibility of determining discipline codes to attendance/data entry clerks.

If the student(s) offense committed falls under Mandatory DAEP Placement then the district should report at least one Disciplinary Action record that matches the chart. Appropriate exceptions would include students receiving special education services and it was determined a link existed between the student’s behavior and the student’s disability.

Another exception is when a school district determines that the mandatory disciplinary action will not be taken because the district considered one or more of the provisions that requires the district to consider self-defense, intent or lack of intent, student’s disciplinary history or disability that substantially impairs the student’s capacity to appreciate the wrongfulness of the student’s conduct as a factor.

**Coding**

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**Discipline & Special Education Students** – cannot be removed from IEP mandated curriculum for more than 5 consecutive days.  
Per the PEIMS Data Standards E.2

**Discipline & Career Tech Students** – If removed from CTE course(s) for more than 5 consecutive days must remove CT indicator. Per SAAH, 5.4 Withdrawal Procedures: CTE contact hours must **not** be claimed when a student receiving CTE services is placed in a disciplinary setting (for example, in-school suspension or disciplinary alternative education program) for more than 5 consecutive days if the same amount and type of CTE services are not provided by a CTE teacher.

**Discipline & LEP students** – If removed from LEP services for more than 5 consecutive days must remove LEP indicator.  
Per SAAH, 6.5.1 Eligible Days Present and Students Placed in a Disciplinary Setting: Bilingual or ESL education program eligible days present must **not** be claimed when a student receiving bilingual or ESL education program services is placed in a disciplinary setting (for example, in-school suspension or disciplinary alternative education program) for more than 5 consecutive days if the same amount and type of bilingual or ESL education program services are not provided by a bilingual or ESL education program teacher. After 5 consecutive days without bilingual or ESL education program services being provided, district personnel should remove the student from the Public Education Information Management System (PEIMS) 400 record for bilingual education or ESL program contact hours effective the first day of placement in the disciplinary setting.

**Records and Discipline**

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When a student transfers to another district, **only send pending/unexpired DAEP discipline** with the student records. **DO NOT** send prior year or records where the student has completed assigned disciplinary action.

**Releasing Discipline Information**

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First and foremost, a campus administrator must respond to any inquiries regarding student discipline to ensure proper protocol is being followed.

According to the Safe Schools Division of TEA and Chapter 37, we must follow the guidelines listed below when divulging discipline records on our students:

CPS	May release all discipline information
Police Departments (all)	Only release information if they present court order/warrant
Federal Prison	Only release information if they present court order/warrant
Other Districts	Release <b>ONLY</b> outstanding or pending DAEP discipline incidents
Intra District	May release all information
Army/Navy/Etc.	May release all discipline information (with signed release of parents or student 18 or older)
Probation Officers	May release all discipline information

Other entities must have a court order, warrant, or a release from the parents to access information.

## Student Restraint

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Restraints of all students that are administered by school district personnel, Duncanville ISD police officers and school resource officers (SRO) are to be recorded in *Skyward*. Completion of the restraint documentation must be submitted to the PEIMS department for Skyward entry. This data is use for state and federal reporting.

Each campus must have 4 to 6 certified staff members trained in CPI. Non-certified personnel shall not be involved in student restraints. Only in the case of an emergency (behavior poses a threat) can a non-certified individual use a restraint.

## Disciplinary Alternative Education Program (DAEP)/SUMMIT

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DAEP is a program created to serve students who have committed disciplinary offenses

### **What if a student's DAEP placement will extend beyond the end of the school year?**

A new DR will need to be written and entered into the system the next school year. The Incident date, Date Determined and the Scheduled Start date are the first day of school the next school year. The action code will be 10.

### **What is the minimum age that a student can be placed in DAEP?**

Under TEC 37.006 students who are at least 6 years of age on the date that an offense is committed.

### **What should a school do if a student attempts to withdraw from school before a disciplinary removal action has been determined for a particular incident?**

The district/school should complete the due-process proceedings that result in a DAEP assignment. Then the district/school is required to report/enter the DR in order to remain in compliance with TEC 37.009.

## Other Information

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### **What is the maximum length for an out-of-school (OSS) suspension placement?**

In accordance with TEC 37.005, under no circumstance may an OSS exceed (3) three days. If a student receives out-of-school suspension for a partial school day (even if for one class period), **that partial day is considered one of the three total allowable out-of-school suspension days**.

### **What is the minimum age that a student can be expelled?**

Under TEC 37.007 students who are 10 years of age on the date that an offense is committed. NOTE: In Duncanville ISD, we cannot expel to the 'street' – we either send the student to DAEP or JJAEP.

### **How does a school administrator distinguish between an illegal knife and a non-illegal knife?**

An illegal knife has a blade length longer than 5.5 inches. A non-illegal knife has a blade less than 5.5 inches.

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## Daily Procedures for Discipline Entry

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Step		Description	Documentation
1	Enter Discipline Referrals	Enter DRs into <i>Skyward</i>	<i>Skyward</i> >Discipline>Entry by Officer <i>Skyward</i> >Discipline>Entry by Student <i>Skyward</i> >Student Profile>Discipline>Offenses

## Six Weeks Procedures for Discipline Entry

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Step		Description	Documentation
1	Discipline/Attendance Verification Report	At the end of each 6 wks or sooner print this report for the attendance clerk. The attendance clerk will verify attendance data against the out-of-school suspension assignments with assistance (if needed) from the AP. Changes to attendance or the discipline report should be made to bring attendance and discipline into alignment.	<i>Skyward</i> >Discipline>Reports>Suspension/Expulsion and Attendance Audit Report
2	TSDS PEIMS	Print this report and verify student discipline. Preliminary PEIMS errors should be corrected each 6 weeks.	<i>Skyward</i> >Federal/State Reporting>TSDS PEIMS Data Processing  Access will be granted during the 1 <sup>st</sup> 6 weeks of the 19-20 school year.

**\*\*At the elementary & intermediate schools, the attendance for partial OSS's & partial ISS's will not match the DR's and Incident report if assigned after the attendance period.**

## Year End Procedures for Discipline Records

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Step		Description	Documentation
1	Discipline Documents	Place discipline documents in a box and store for 5 years.	



## Glossary of Acronyms

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ADA	Average Daily Attendance - # of students in average daily attendance. ADA is based on the # of days attended divided by # of days of instruction in the school year. ADA is used in the formula to distribute funding to TX public/charter schools.
CPS	Child Protective Services
CTE	Career & Technical Education
DAEP	Disciplinary Alternative Education Program
DISD	Duncanville Independent School District
ECI	Early Childhood Intervention - Services under the Individuals with Disabilities Education Act, Part C, (IDEA-C) for children with disabilities who are under age 3.
EE	Early Education- A grade level for students 0 through 5 years of age who have not been placed in prekindergarten or kindergarten. These students include students receiving special education services
ELL	English Language Learner
EOC	End Of Course
ESL	English as a Second Language
FERPA	Family Educational Rights & Privacy Act
FSP	Foundation School Program - The program under which Texas public school districts receive resources to provide a basic instructional program and facilities to eligible students.
GED	General Educational Development
GT	Gifted Talented
HSEP	High School Equivalency Program - Also known as the "In-School GED Program," a program that provides an alternative for high school students 16 through 21 years of age (22 years of age if qualified for special education) who are at risk of not graduating from high school and earning a high school diploma. The purpose of the program is to prepare eligible students to take a high school equivalency examination (GED).
IEP	Individualized Education Program - A program developed by an ARD committee for each student served in special education.
ISS	In School Suspension
LEP	Limited English Proficiency
JJAEP	Juvenile Justice Alternative Education Program

OSS	Out of School Suspension - The use of out-of school suspension is limited, without exception, to 3 school days per offense event. A partial day of suspension counts as one of the three allowed .
PEIMS	Public Education Information Management System
PET	Person Enrollment Tracking
PK	Prekindergarten - A grade level for children aged 3 and 4 years
PID	Person Identification Database
PRS	Pregnancy Related Services - Support services provided to a pregnant student during the pregnancy and post-partum periods
SAAH	Student Attendance Accounting Handbook
SIS	Student Information System
STAAR	State of Texas Assessments of Academic Readiness
TEA	Texas Education Agency
TEDS	Texas Education Data System
TREx	Texas Records Exchange



**2019-2020**

**Texas Education Data Standards (TEDS)**

**Appendix E**

**Additional PEIMS Information Related to Discipline Data  
Reporting (44425 - Student Discipline Interchange)**

Addendum Version 2020.2.0  
July 1, 2019

Prepared by: Information Technology Services Business Management Division

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## **Additional PEIMS Reporting Information Regarding Disciplinary Alternative Education Program (DAEP) Conferences, Expulsion Hearings, Placement Reviews, and Other Actions**

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### Part 1 – Questions and Answers

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#### **1. What is required if a student brings a firearm to school?**

In accordance with federal law (20 U.S.C. Section 7151), a local educational agency (LEA), including a school district, home-rule school district, or open-enrollment charter school, shall expel a student who brings a firearm, as defined by 18 U.S.C. Section 921, to school. The student must be expelled from the student's regular campus for a period of at least one year, except that:

- (a) the superintendent or other chief administrative officer of the school district or of the other LEA, as defined by 20 U.S.C. Section 2891, may modify the length of the expulsion in the case of an individual student;
- (b) the district or other LEA shall provide educational services to [the] an expelled student in an alternative education program as provided by TEC §37.008 if the student is younger than 10 years of age on the date of expulsion; and
- (c) the district or other LEA may provide educational services to an expelled student who is older than 10 years of age in an alternative education program as provided in TEC §37.008.

TEC 37.007(a)(1) requires that a school expel a student whose conduct contains the elements of the offense of "Unlawfully Carrying Weapons" on school property or while attending a school-sponsored or school related activity on or off of school property.

#### **2. What is a Campus Behavior Coordinator?**

Under the requirements of TEC 37.0012, each campus must have a staff person designated as the Campus Behavior Coordinator. The person designated may be the principal of the campus or any other campus administrator selected by the principal.

The campus behavior coordinator is primarily responsible for maintaining student discipline and the implementation of this subchapter.

The campus behavior coordinator is required to promptly notify a student's parent or guardian if the student is placed into in-school or out-of-school suspension, placed in a disciplinary alternative education program, expelled, or placed in a juvenile justice alternative education program or is taken into custody by a law enforcement officer. A campus behavior coordinator must comply with this subsection by:

- (1) promptly contacting the parent or guardian by telephone or in person; and
- (2) making a good faith effort to provide written notice of the disciplinary action to the student, on the day the action is taken, for delivery to the student's parent or guardian.

If a parent or guardian entitled to notice of a student's disciplinary removal has not been reached by telephone or in person by 5 p.m. of the first business day after the day the disciplinary action is taken, the campus behavior coordinator must mail written notice of the disciplinary action to the parent or guardian at the parent's or guardian's last known address. If a Campus Behavior Coordinator is unable or not available to promptly provide the required notice to a parent or guardian of a student, the principal or other designee shall provide the notice.

3. What is required in order to send a student to a Disciplinary Alternative Education Program?

Before removing a student to a DAEP under Texas Education Code (TEC) §37.008, the appropriate administrator shall schedule a conference among the principal or other appropriate administrator, a parent or guardian of the student, the teacher removing the student from class, if any, and the student. At the conference, the student is entitled to written or oral notice of the reasons for the removal, an explanation of the basis for the removal, and an opportunity to respond to the reasons for the removal. **If the student has been alleged to have committed an offense as described in TEC §37.006 then the district official holding the conference meeting must present substantiated documentation of the alleged behavior as provided by a law enforcement agency or as created/obtained by the school district administrator.**

4. What is required in order to expel a student?

Before a student may be expelled under TEC §37.007, the board or the board's designee must provide the student a hearing at which the student is afforded appropriate due process as required by the federal constitution and which the student's parent or guardian is invited, in writing, to attend. At the hearing, the student is entitled to be represented by the student's parent or guardian or another adult who can provide guidance to the student and who is not an employee of the school district. If the decision to expel a student is made by the board's designee, the decision may be appealed to the board. The decision of the board may be appealed by trial de novo to a district court of the county in which the school district's central administrative office is located. **If the student has been alleged to have committed an offense as described in TEC §37.007 then a district official holding the expulsion hearing must present substantiated documentation of the alleged behavior as provided by a law enforcement agency or as created/obtained by the school district administrator.**

5. What is the maximum length for an out-of-school suspension placement?

In accordance with TEC §37.005, under no circumstance may an out-of-school suspension (OSS) for a particular incident exceed (3) three school days. If a student receives OSS for a partial school day (even if for one class period), that partial day is considered one of the three total allowable out-of-school suspension days.

6. What is the minimum grade for suspending a student with an out-of-school suspension?

In accordance with TEC 37.005(c), a student who is enrolled in a grade level below grade three may not be placed in out-of-school suspension unless while on school property or while attending a school-sponsored or school-related activity on or off school property, the student engages in:

- (1) conduct that contains the elements of an offense related to weapons under Section 46.02 or 46.05, Penal Code;
- (2) conduct that contains the elements of a violent offense under Section 22.01, 22.011, 22.02, or 22.021, Penal Code; or
- (3) selling, giving, or delivering to another person or possessing, using, or being under the influence of any amount of:
  - (A) marihuana or a controlled substance, as defined by Chapter 481, Health and Safety

Code, or by 21 U.S.C. Section 801 et seq.;

- (B) a dangerous drug, as defined by Chapter 483, Health and Safety Code; or
- (C) an alcoholic beverage, as defined by Section 1.04, Alcoholic Beverage Code.

7. What is the statutory alternative to suspending a student less than grade three with an out-of-school-suspension?

In accordance with TEC 37.0013, each school district and open-enrollment charter school may develop and implement a program, in consultation with campus behavior coordinators employed by the district or school and representatives of a regional education service center, that provides a disciplinary alternative for a student enrolled in a grade level below grade three who engages in conduct described by Section 37.005(a) and is not subject to Section 37.005(c). The program must:

- (1) be age-appropriate and research-based;
- (2) provide models for positive behavior;
- (3) promote a positive school environment;
- (4) provide alternative disciplinary courses of action that do not rely on the use of in-school suspension, out-of-school suspension, or placement in a disciplinary alternative education program to manage student behavior; and
- (5) provide behavior management strategies, including:
  - (A) positive behavioral intervention and support;
  - (B) trauma-informed practices;
  - (C) social and emotional learning;
  - (D) a referral for services, as necessary; and
  - (E) restorative practices.

8. What is required if a student's DAEP placement will extend beyond the end of the next grading period?

If the student's **placement** in a DAEP is to extend beyond the end of the next grading period, a student's parent or guardian is entitled to notice of and an opportunity to participate in a proceeding before the board of trustees of the school district or the board's designee, as provided by policy of the board of trustees of the district. Any decision of the board or the board's designee under this subsection is final and may not be appealed.

9. What is required if the student's DAEP placement will extend beyond the end of the current school year and into the next school year?

Before assigning a student to a disciplinary alternative education setting that extends beyond the end of the school year in which the initial assignment was made, the board or the board's designee must determine that: **(1)** the student's presence in the regular classroom program or at the student's regular campus presents a danger of physical harm to the student or to another individual, **or** **(2)** the student has engaged in serious or persistent misbehavior that violates the district's student code of conduct.

A student placed in a DAEP under TEC §37.002 or 37.006 shall be provided a review of the student's status, including a review of the student's academic status, by the board's designee at intervals not to exceed 120 days. In the case of a high school student, the board's designee, with the student's parents or guardian, shall review the student's progress

towards meeting high school graduation requirements and shall establish a specific graduation plan for the student.

At the review, the student or the student's parent or guardian must be given the opportunity to present arguments for the student's return to the regular classroom or campus.

#### 10. What is required regarding special education students who commit behaviors that require a disciplinary removal action?

The disciplinary placement of all students who are served in special education with an Individualized Education Program (IEP) must be determined by an Admission, Review, and Dismissal (ARD) committee. TEC §37.004(a) Further, any disciplinary action regarding a student with a disability who receives special education services that would constitute a change in placement under federal law may be taken only after the student's ARD committee conducts a manifestation determination review under 20 U.S.C. Section 1415(k)(4) and its subsequent amendments. Any disciplinary action regarding the student shall be determined in accordance with federal law and regulation, including laws or regulations requiring the provision of:

1. Functional behavioral assessments;
2. Positive behavioral interventions, strategies, and supports; and
3. Behavioral intervention plans. TEC §37.004(b)

For disciplinary removals of a student, who is receiving special education and related services, from the student's current educational placement, a change of placement occurs if the removal is for more than 10 consecutive days (CFR §300.530 - §300.536). The ARD committee that deals with the change of placement must review the student's IEP to detail the special education and related services to be administered to the student while he is removed for discipline reasons. Be careful not to confuse the 10-day change of placement requirement for special education purposes with the 1-day removal requirement for reporting student disciplinary removals. The 44425 Student Discipline Interchange data is required for all students who are receiving special education and related services and are removed from their regularly scheduled classes for one day or more. A change of placement occurs when the removal is for more than 10 consecutive days, and a change of placement may occur when the removal is for more than 10 cumulative days in a school year based on factors such as the length of each removal, the total amount of the time the child is removed, and the proximity of the removals to one another. An ARD committee must be involved when the removal or series of removals constitute a change in placement.

#### 11. What is the minimum age that a student can be placed in a Disciplinary Alternative Education Program?

Under TEC §37.006(a), (b), (c), and (l), all students, who are at least 6 years of age on the date that an offense is committed, **must be removed to a DAEP**, for a time period that is determined by the local Student Code of Conduct, if one of the following acts are committed: on or within 300 feet of school property, or while the student is attending a school- sponsored, or school related activity, on or off of school property. The school administrator designated must first establish a reasonable belief that the act has been committed and then corroborate and document that belief with appropriate law enforcement officials.

#### 12. What is the minimum age that a student can be expelled?

Under TEC §37.007(a), (d), and (h), and §37.007(f) students who are younger than 10 years of age on the date that an offense is committed, and have committed a mandatory expellable offense other than bringing a firearm to school, **must be placed in a DAEP** for a period of time that is determined by the superintendent or their designee.

Under TEC §37.007(e), (student brings a firearm to school), students who are younger than 10 years of age on the date that an offense is committed, **must be expelled and placed in a DAEP** for a minimum term of one year, unless the expulsion term is reduced by the superintendent or their designee.

**13. What are the required procedures for using Discipline Action Reason Code 23 – Emergency Placement/Emergency Expulsion?**

DISCIPLINARY-ACTION-REASON-CODE 23, as authorized by TEC §37.019, allows for either emergency placement or emergency expulsion. The law states that immediate placement (Emergency Placement) of a student in an alternative program is allowed if the principal or principal's designee has a reasonable belief that the student is unruly, disruptive, or has abusive behavior that seriously interferes with a teacher's ability to communicate effectively with the students in a class, with the ability of the student's classmates to learn, or with the operation of a school or school-sponsored activity. The law also states that immediate expulsion (Emergency Expulsion) of a student is allowed if the principal or the principal's designee has a reasonable belief that immediate action is needed to protect persons or property from imminent harm. Thus, emergency action under TEC §37.019 should not be the only/final action taken. Code 23 allows for emergency action prior to the due process required under TEC §37.009. Within a reasonable time after the emergency action, due process must then be accorded the student. These two situations may overlap with other codes on the Disciplinary Action Code Table. However, the central focus of this code is the principal's decision to take immediate action in an emergency situation that cannot wait for due process to occur. This code should not be used on a routine basis, only for emergency situations.

**14. What are the requirements for keeping documentation under Article 15.27, Code of Criminal Procedure received from law enforcement personnel investigating alleged criminal behaviors at/for a school?**

With regards to the documentation related to “TEC §37.017 Destruction of Certain Records” states Information received by a school district under Article 15.27, Code of Criminal Procedure, these records may not be attached to the permanent academic file of the student who is the subject of the report. The school district shall destroy the information at the end of the school year in which the report was filed. Despite the requirement to destroy information received under Article 15.27, Code of Criminal Procedure, the district must retain documentation other than the information received under Article 15.27, Code of Criminal Procedure to support the discipline data submitted through the 44425 Student Discipline Interchange data for a period of 5 years.

**15. How should a school handle situations where a student(s) have committed multiple violations in the course of one disciplinary event?**

Multiple violations are sometimes committed in the course of one disciplinary event. When reporting the 44425 Student Discipline Interchange data, the district should report only the violations DISCIPLINARY-ACTION-REASON-CODE(s) for which disciplinary action(s) DISCIPLINARY-ACTION-CODE(s) are taken. If actions are only taken for the most serious violation, then only one DISCIPLINARY-INCIDENT-NUMBER should be reported in the 44425 Student Discipline Interchange data when reporting the DISCIPLINARY-ACTION- REASON-CODEs and DISCIPLINARY-ACTION-CODEs.

If the district takes disciplinary action on each violation that occurred during one disciplinary event, the district should enter a new DISCIPLINARY-INCIDENT-NUMBER for each separate DISCIPLINARY-ACTION-REASON-CODE (violation) being reported.



**16. What should a school do if a student attempts to withdraw from school before a disciplinary removal action has been determined for a particular incident?**

If a student is involved in a reportable disciplinary incident, and the student attempts to withdraw from school before the disciplinary assignment is made, the district/school should complete the due-process proceedings that result in the required disciplinary assignment before the student is allowed to withdraw. After completion of the due process proceedings, the district/school is required to report the 44425 Student Discipline Interchange data reflecting that assignment in order to remain in compliance with TEC §37.009.

**17. What part of Texas Education Code Chapter 37 must a charter school follow?**

While Open Enrollment Charter Schools are not required to participate in the Chapter 37 Discipline Management Program detailed in the TEC except for instances when a student brings a firearm to school (federal rule), they are required to submit 44425 Student Discipline Interchange data on any students that they have suspended, placed in a DAEP, or expelled. The reason for the suspension or expulsion does not alter the reporting requirement.

Students who bring a firearm to a public school (including open enrollment charter schools) must be expelled.

**18. What is an In-School Suspension setting?**

In-school-suspension (ISS) includes any disciplinary setting other than DAEP, JJAEP, or OSS. For Special Education student's behavior management or behavior adjustment classes are not considered ISS programs as established by the ARD committee and are not considered ISS removals.

**19. When is it appropriate to use Discipline Action Code 13 – Court Ordered Placement to a JJAEP and 14 – Court Ordered Placement to a DAEP?**

DISCIPLINARY-ACTION-CODE 13 may only be used when a Court order requires a student to attend the JJAEP independent of any action required to be taken by the school district and described in TEC Chapter 37. Do not use DISCIPLINARY-ACTION-CODE 13 for students that are incarcerated in either a jail or juvenile detention center. A term of incarceration does not constitute a removal by a school district. The DISCIPLINARY- ACTION-REASON-CODE for DISCIPLINARY-ACTION-CODE 13 should always be 21

because the district is reporting a court ordered placement for a behavior which the district either could not or would not have acted.

DISCIPLINARY-ACTION-CODE 14 may only be used when a Court order requires a student to attend a DAEP independent of any action required to be taken by the school district and described in TEC Chapter 37. Do not use DISCIPLINARY-ACTION-CODE 14 for students that are incarcerated in either a jail or juvenile detention center. A term of incarceration does not constitute a removal by a school district. The DISCIPLINARY-ACTION-REASON- CODE for DISCIPLINARY-ACTION-CODE 14 should always be 21 because the district is reporting a court ordered placement for a behavior which the district either could not or would not have acted.

When reporting DISCIPLINARY-ACTION-CODEs 13 (Placement in a JJAEP by Court order) and 14 (Placement in a DAEP by Court Order), please refer to the ADMINISTRATOR ADDRESSED letter dated May 29, 2002. This letter is available on the TEA website under the Correspondence link. In order to place a student in a JJAEP or DAEP by a Court order,

there must be a MOU between the court ordering the placement and the school district that will affect and make the placement. **In all circumstances of court ordered placements to a JJAEP or DAEP, the DISCIPLINARY-ACTION-REASON-CODE must be a 21 (Violation of student code of conduct not included under TEC §§37.002(b), 37.006, or 37.007).**

**The use of DISCIPLINARY-ACTION-REASON-CODEs 09 (Off-Campus Title 5 Felony) and 10 (Off-Campus Non-Title 5 Felony) for Court ordered placements to a JJAEP or DAEP is not acceptable because the school district has original jurisdiction and a due-process responsibility to hold a conference meeting to enforce a DAEP removal/action as required or permitted in TEC 37.006 (c) and (d).** The provisions for these court ordered placements must also be outlined in the Local Student Code of Conduct. Any behavior that a student engages in at school or a school related activity for which they will receive disciplinary attention as provided for under either the minimum requirements of TEC 37.006/TEC 37.007, or the minimum standards of the Local Student Code of Conduct, must be initiated and actuated by the local school district.

In the event that a school district finds it necessary to continue a Court ordered placement to a JJAEP or a DAEP from a prior school year or a prior school district, a new 44425 Student Discipline Interchange data event must be reported with a **DISCIPLINARY-ACTION- REASON-CODE of 21** and a **DISCIPLINARY-ACTION-CODE of 13 or 14** depending on the action taken. Remember that DAEP assignments that continue into a new school year are subject to the requirements of TEC 37.009(c) referenced on the first page of Appendix E.

**20. Please explain the Discipline Action Reason Code 01 – Permanent Removal from Class by a Teacher.**

Permanent removal by a teacher from class (DISCIPLINARY-ACTION-REASON-CODE 01) under TEC §37.002(b) is limited for use in those situations where the teacher has refused re-admittance of the student to that teacher's class. Otherwise, if the teacher allows re-admittance of the student to the class, then Code 21 (other Student Code of Conduct violation) should be used.

**21. What are the consequences of a school not reporting its discipline removal events through the Texas Student Data System PEIMS submission on the 44425 Student Discipline Interchange data?**

Under TEC 37.008(m-1), failure to report all disciplinary removal actions as required by state and federal law may result in a review by the commissioner of education and notice to the local school board of any problems noted in the district's data, or a violation of a law or other rule. This review may also result in a notification to the county attorney, district attorney, criminal district attorney, as appropriate, and the attorney general. This provision can apply to missing, inaccurate, and/or falsified information/data.

**22. Which LEAs are required to participate in the county run Juvenile Justice Alternative Education Program (JJAEP)?**

In counties where the population is over 125,000, state law requires that expelled students be placed in an alternative education setting of some type. Districts located in these counties may place discretionary expelled students in a DAEP operated by the district and Mandatory expelled students in a JJAEP operated by the juvenile board for the county.

**23. What options exist for an LEA that expels a student in a county that does not have a JJAEP?**

If a student has been expelled in a county that does not have a Juvenile Justice Alternative Education Program, the LEA may either expel the student without academic placement, or the student may be expelled with placement to the LEA Disciplinary Alternative Education Program.

#### **24. What kind of knives require that a student be expelled from school?**

House Bill 1935, 85th legislative session, revised the definition of illegal knives to be known as Location-restricted knives and defines a Location restricted knife as being a knife with a blade length greater than 5.5 inches. A student that is found in possession of a Location- restricted knife must be expelled if the possession occurs knife on school campus or off campus at a school sponsored or school related activity.

#### **25. What is the definition of an Off-Campus DAEP?**

An **off-campus** DAEP:

1. has its own **campus identification number**;
2. has its own **building** (is **not** a program on a regular campus or an at-risk alternative education campus);
3. has its own **budget**;
4. has its own **administrator**;
5. serves only students removed under the TEC, Chapter 37 (no other non-discipline program may be operated on the campus);
6. must use the services of **certified teachers** and
7. must provide for a **43,200-instructional minute school year**.

Note: If your school district or charter school has chosen to operate or participate in, through a shared services arrangement (SSA), an off-campus DAEP, your district or school must register the campus with the TEA as a DAEP instructional campus.

#### **26. What is the definition of an On-Campus DAEP?**

An **on-campus** DAEP is one that **may have its own campus identification number**. If an on-campus DAEP has its own campus identification number, then the campus must:

1. have an **administrator** (administrator can serve more than one campus);
2. have its own **budget**;
3. use the services of **certified teachers for delivering educational and behavioral instruction** to the students assigned to the on-campus DAEP
4. provide for students who are assigned to the DAEP to be **separated from students who are not assigned to the DAEP** ("sight and sound barrier" should exist to provide adequate separation);
5. provide for a **43,200-instructional minute school year** and
7. **share a facility** with a non-disciplinary program.

Note: If your school district or charter school has chosen to operate or participate in, through an SSA, an on-campus DAEP your district or school must register the campus with the TEA as a DAEP instructional campus.

If an on-campus DAEP does not have its own campus number, then a student should remain enrolled at the campus at which the student was enrolled when he or she was removed while placed in the on-campus DAEP.

**PEIMS Code Table C165 Disciplinary Action Reasons Codes and Definitions**

Discipline Reason Code	Translation/Definition
01	<b><u>Permanent removal by a teacher from class</u></b> – TEC §37.002(c) A teacher may permanently remove a student from the classroom <b>(1)</b> who has been documented by the teacher to repeatedly interfere with the teacher's ability to communicate effectively with the students in the class or with the ability of the student's classmates to learn; or <b>(2)</b> whose behavior the teacher determines is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to communicate effectively with the students in the class or with the ability of the student's classmates to learn.
02	<b><u>Engages in Conduct Punishable as a Felony</u></b> - TEC §37.006(a)(2)(a) - Includes all felony activities that are not otherwise more specifically defined or included as a behavior that requires a mandatory expulsion action.
04	<p><b><u>Marihuana or Controlled Substance or Dangerous Drug</u></b> - TEC §37.006(a)(2)(C) and §37.007(b)(2)(A) sells, gives, or delivers to another person or possesses or uses or is under the influence of marihuana or a controlled substance, as defined by Health and Safety Code Chapter 481, , or a dangerous drug, as defined by Health and Safety Code Chapter 483.</p> <p>Health and Safety Code Chapter 481 defines <b>marihuana</b> as Cannabis Sativa whether growing or not, the seeds of the plant, and every compound, manufacture, salt, derivative, mixture, or preparation of that plant or its seeds. The term does not include resin extracted from a part of the plant, the mature stalks of the plant or fiber produced from the stalks, oil or cake made from the seeds of the plant, the sterilized seeds of the plant or a compound, manufacture, salt, derivative, mixture, or preparations of the mature stalks, fiber, oil or cake.</p> <p>Health and Safety Code Chapter 481 defines a <b>controlled substance</b> as a substance, including a drug and an immediate precursor, listed in Schedules I-V or penalty Groups 1-4 of the Health and Safety Code. Possession of any amount in Penalty Groups 1 and 2 is a felony. Possession of a controlled substance in Penalty Groups 3 and 4 is a felony if the amount is more than 28 grams. It is also a felony to deliver a controlled substance to a minor. (However, this offense does not apply to minors in some circumstances.)</p> <p>Health and Safety Code Chapter 483 defines a <b>dangerous drug</b> as a device or a drug that is unsafe for self-medication and that is not included in Schedules I-V or penalty Groups 1-4 of the Health and Safety Code. The term includes a device or drug that bears or is required to bear the legend:</p> <p>(a) Caution: federal law prohibits dispensing without a prescription; or</p> <p>(b) Caution: federal law restricts this drug to use by or on the order of a licensed veterinarian.</p> <p>"Marihuana or Controlled Substance or Dangerous Drug" <i>violation is also a discretionary expellable offense dependent on the local Student Code of Conduct.</i></p> <p>If a violation under this category is committed at a felony level, then the student must be expelled from their regular education setting. Use Disciplinary Action Reason Code 36 for reporting when this occurs.</p>
05	<b><u>Alcohol</u></b> - sells, gives, or delivers to another person an alcoholic beverage, as defined by Alcoholic Beverage Code Section 1.04 commits a serious act or offense while under the

Discipline Reason Code	Translation/Definition
	<p>influence of alcohol, or possesses, uses, or is under the influence of an alcoholic beverage.</p> <p>Alcoholic Beverage Code Section 1.04 defines an alcoholic beverage as alcohol, or any beverage containing more than one-half of one percent of alcohol by volume, which is capable of use for beverage purposes, either alone or when diluted.</p> <p><i>"Alcohol" violation is also a discretionary expellable offense dependent on the local Student Code of Conduct.</i></p> <p>If a violation under this category is committed at a felony level, then the student must be expelled from their regular education setting. Use Disciplinary Action Reason Code 37 for reporting when this occurs.</p>
06	<p><b><u>Abuse of a Volatile Chemical</u></b> - engages in conduct that contains the elements of an offense relating to an abusable volatile chemical (glue, aerosol paint, etc.) under Sections 485.031 through 485.034, Health and Safety Code, or relating to volatile chemicals under Chapter 484, Health and Safety Code.</p> <p>Chapter 485.031, Health and Safety Code, defines the offense abuse of a volatile chemical as when a person inhales, ingests, applies, uses, or possesses a volatile chemical with the intent to inhale, ingest, apply, or use a volatile chemical (glue, aerosol paint, etc.) in a manner contrary to the directions for use, cautions or warnings appearing on a label of a container of chemical and is designed to affect the persons central nervous system, create or induce a condition of intoxication, hallucination, or elation or change or distort or disturb the person's eyesight, thinking process, balance or coordination.</p> <p><i>"Abuse of a Volatile Chemical" violation is also a discretionary expellable offense dependent on the local Student Code of Conduct.</i></p>
07	<p><b><u>Public Lewdness/Indecent Exposure</u></b> - engages in conduct that contains the elements of the offense of public lewdness under Penal Code Section 21.07 or indecent exposure under Section 21.08, Penal Code.</p> <p>Penal Code Chapter 21.07 defines public lewdness as when a person knowingly engages in any of the following acts in a public place or, if not in a public place, is reckless about whether another is present or will be offended or alarmed by:</p> <ul style="list-style-type: none"> <li>an act of sexual intercourse;</li> <li>act of deviate sexual intercourse;</li> <li>act of sexual contact; or</li> <li>act involving contact between the person's mouth or genitals and the anus or genitals of an animal or fowl.</li> </ul> <p>Penal Code Chapter 21.08 defines indecent exposure as an offense when a person exposes his anus or any part of his genitals with intent to arouse or gratify the sexual desire of any person, and he is reckless about whether another is present who will be offended or alarmed by his act.</p>
08	<p><b><u>Retaliation against School Employee</u></b> - engages in conduct that contains the elements of the offense of retaliation under Penal Code Section 36.06 against any school employee.</p> <p>Penal Code Section 36.06 defines the offense of retaliation as when a person intentionally or knowingly harms or threatens to harm another by an unlawful act in retaliation for or on account of the service of another as a public servant, witness, prospective witness, informant, or a person who has reported or who the actor knows intends to report the</p>

Discipline Reason Code	Translation/Definition
	<p>occurrence of a crime or to prevent or delay the service of another as a public servant, witness, prospective witness, informant, or a person who has reported or who the actor knows intends to report the occurrence of a crime.</p> <p><i>"Retaliation against School Employee" violation is also a discretionary expellable offense dependent on the local Student Code of Conduct.</i></p> <p><b>If a violation under this reason is committed at a felony level, then the student must be expelled from their regular education setting.</b></p>
09	<p><b><u>Title 5 Felony Committed Off Campus</u></b> - A student who commits an off-campus felony <b>must be removed from their regular education program and placed</b> in a DAEP if:</p> <ul style="list-style-type: none"> <li>(a) the student receives deferred prosecution for conduct and the conduct is defined as a felony under Title 5 of the Penal Code;</li> <li>(b) a court or jury finds that the off-campus conduct engaged in by the student constitutes delinquent conduct and is defined as a felony under Title 5 of the Penal Code; or,</li> <li>(c) the superintendent or the superintendent's designee has a reasonable belief that the student engaged in conduct defined as a felony under Title 5 of the Penal Code.</li> </ul> <p><b>Title 5 felonies include:</b> murder; capital murder; manslaughter; criminally negligent homicide; kidnapping; aggravated kidnapping; indecency with a child; felony assault; sexual assault; aggravated assault; aggravated sexual assault; injury to a child, elderly individual, or disabled individual; abandoning or endangering a child; deadly conduct; terroristic threat; aiding suicide; and tampering with a consumer product.</p> <p>A student who is at least 10 years of age <b>may be expelled</b> if the student engages in conduct that contains the elements of any offense listed in Subsection (a)(2)(A) or (C) (<b>murder, capital murder, criminal attempt to commit murder or capital murder; aggravated assault</b> under Penal Code §22.02; <b>sexual assault</b> under Penal Code §22.011 or <b>aggravated sexual assault</b> under Penal code §22.021), <b>against another student from the same campus</b>, without regard to whether the conduct occurs on or off of school property or while attending a school-sponsored or school-related activity on or off of school property.</p> <p><i>"The provision for a discretionary expulsion under for these offenses is dependent on the local Student Code of Conduct."</i></p>
10	<p><b><u>Non-Title 5 Felony Committed Off Campus</u></b> - A student <b>may be removed</b> from class and placed in a DAEP under TEC §37.008 based on conduct occurring off campus and while the student is not in attendance at a school-sponsored or school-related activity if;</p> <ul style="list-style-type: none"> <li>(a) the superintendent or the superintendent's designee has a reasonable belief that the student has engaged in conduct defined as a felony offense other than those defined in Title 5, Penal Code; and</li> <li>(b) the continued presence of the student in the regular classroom threatens the safety of other students or teachers or will be detrimental to the educational process.</li> </ul> <p>A student who is at least 10 years of age <b>may be expelled</b> if the student engages in conduct that contains the elements of <b>aggravated robbery</b> under Penal Code §29.03, <b>against another student from the same campus</b>, without regard to whether the conduct occurs on or off of school property or while attending a school-sponsored or school-related activity on or off of school property.</p> <p><i>"The provision for a discretionary expulsion under this offense is dependent on the local Student Code of Conduct."</i></p>



Discipline Reason Code	Translation/Definition
11	<p><b>Firearm</b> - Brought a Firearm to School – TEC 37.007(e) or Unlawful Carrying of a Handgun under Penal Code 46.02 – TEC 37.007(a)(1) 18 U.S.C. Section 921</p> <p><u>Under 18 U.S.C. Section 921, the term “firearm” means</u>  <u>(A) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive;</u>  <u>(B) the frame or receiver of any such weapon;</u>  <u>(C) any firearm muffler or firearm silencer; or</u>  <u>(D) any destructive device.</u></p> <p><u>Under 18 U.S.C. Section 921, antique firearms (manufactured prior to 1899) are not included in the definition of a firearm.</u></p> <p><b>BB and pellet guns are not considered firearms under this definition.</b> The use, exhibition, or possession of these items, while probably prohibited by the local Student Code of Conduct, is not an acceptable reason for expelling a student.</p>
12	<p><b>Location Restricted Knife</b> - Unlawful Carrying of an Location-restricted Knife under Penal Code 46.02 – TEC 37.007(a)(1) (Location Restricted knife - blade longer than 5.5 inches).</p> <p><u>Penal Code Section 46.01(6) defines a <b>Location-restricted Knife</b> as a knife with a <b>blade length longer than 5.5 inches.</b></u></p>
13	<p><b>Club</b> - Unlawful Carrying of a Club under Penal Code 46.02 – TEC 37.007(a)(1).</p> <p><u>Penal Code Section 46.01(1) defines a <b>club</b> as an instrument that is specifically designed, made, or adapted for the purpose of inflicting serious bodily injury or death by striking a person with the instrument, and includes but is not limited to a blackjack, nightstick, mace, or a tomahawk.</u></p>
14	<p><b>Prohibited Weapon</b> - Conduct Containing the Elements of an Offense Relating to Prohibited Weapons Under Penal Code 46.05 – TEC 37.007(a)(1).</p> <p><u>Penal Code Section 46.05 defines a <b>prohibited weapon</b> as one of the following:</u>  <u>an explosive weapon (Penal Code 46.01(2)),</u>  <u>a machine gun (Penal Code 46.01(9)),</u>  <u>a short-barrel firearm (Penal Code 46.01(10)),</u>  <u>a firearm silencer (Penal Code 46.01(4)),</u>  <u>knuckles (i.e. brass knuckles) (Penal Code 46.01(8)),</u>  <u>armor-piercing ammunition (Penal Code 46.01(12)),</u>  <u>a chemical dispensing device (i.e. Mace or Pepper Gas) (Penal Code 46.01(14)), or</u>  <u>a zip gun (Penal Code 46.01(16)),</u>  <u>or a tire deflation device (Penal Code 46.01(17)).</u></p>
16	<p><b>Arson</b> –</p> <p><u>Penal Code Section 28.02 defines <b>arson</b> as when a person starts a fire or causes an explosion with intent to destroy or damage any vegetation, fence, structure, open-space land, building or vehicle knowing that it is within the limits of an incorporated city or town, it is insured, it is subject to mortgage or it is located on property belonging to another.</u></p>
17	<p><b>Murder, Capital Murder, or Criminal Attempt to Commit Murder/Capital Murder</b> –</p>

Discipline Reason Code	Translation/Definition
	<p>Penal Code Section 19.02 defines <b>murder</b> as when a person intentionally or knowingly causes the death of another person, intends to cause serious bodily injury and commits an act clearly dangerous to human life that causes the death of an individual or commits or attempts to commit a felony, other than manslaughter, and in the course thereof he commits an act clearly dangerous to human life that causes the death of an individual.</p> <p>Penal Code Section 19.03 defines <b>capital murder</b> as when a person commits an offense defined under Section 19.02 and the person murders a peace officer or fireman who is acting in the lawful discharge of an official duty, the person intentionally commits murder during the course of committing or attempting to commit kidnapping, burglary, robbery, aggravated sexual assault, arson, or obstruction or retaliation. A person also commits capital murder if the person commits murder for remuneration or the promise of remuneration or employs another to commit murder for remuneration.</p> <p>Section 15.01, Penal Code, defines <b>criminal attempt</b> as when a person if, with specific intent to commit an offense, does the act amounting to more than mere preparation but fails to effect the commission of the offense intended.</p>
18	<p><b><u>Indecency with a Child</u></b> - Penal Code Section 21.11 defines <b>indecent with a child</b> as when a person, with a person younger than 17 years, engages in sexual contact with student or exposes his anus or any part of his genitals knowing the student is present with intent to arouse or gratify the sexual desire of any person.</p>
19	<p><b><u>Aggravated Kidnapping</u></b> – Penal Code Section 20.04 defines <b>aggravated kidnapping</b> as when a person intentionally or knowingly abducts another person with intent to hold him for ransom, use him as a hostage, facilitate the commission of a felony, afflict bodily injury on him or abuse him sexually, terrorize him or a third person, or interfere with the performance of any governmental or political function.</p>
21	<p><b><u>Violation of Student Code of Conduct</u></b> - This category includes bullying, harassment, and making hit lists (TEC §37.001) and reasons not specifically identified in TEC Chapter 37 that are adopted by the local school board and itemized and identified in the local Student Code of Conduct.</p>
22	<p><b><u>Criminal Mischief</u></b> - A student may be expelled under Section 37.007(f) for conduct that contains the offense of criminal mischief <b>if that conduct is punishable as a felony</b>. Otherwise, the most severe action that may be taken would be placement in a DAEP.</p> <p>Penal Code Section 28.03 defines criminal mischief as when a person intentionally or knowingly damages or destroys the tangible property of the owner, intentionally or knowingly tampers with the tangible property of the owner and causes a pecuniary loss or substantial inconvenience to the owner or a third person. A felony under this section occurs when damage exceeds \$1,500. For example, this section would apply to cases of graffiti if the total cost of repair and cleaning exceeds \$1,500.</p>
23	<p><b><u>Emergency Placement/Expulsion</u></b> - The use of this code is limited based upon the behavior the student has committed.</p> <p><u>Emergency DAEP Placement</u> If the student has committed a behavior that either under state law (TEC §37.006) or the local Student Code of Conduct requires a DAEP placement and the principal or their designee <b>reasonably believes</b> that the student's behavior is so unruly, disruptive, or</p>



Discipline Reason Code	Translation/Definition
	<p>abusive that it seriously interferes with a teacher's ability to communicate effectively with the students in a class, with the ability of the student's classmates to learn, or with the operation of school or a school-sponsored activity, then the student may be placed on an <b>emergency and temporary basis</b> to a DAEP pending a conference hearing required under TEC §37.009 taking place.</p> <p><b><u>Emergency Expulsion</u></b> If the student has committed a behavior under state law (TEC §37.007) that would require an expulsion or the student has committed a behavior under state law (TEC §37.007) that would allow for a discretionary expulsion and the local Student Code of Conduct requires/allows for the discretionary expulsion and the principal or their designee <b>reasonably believes</b> that the immediate expulsion of the student is necessary to protect persons or property from imminent harm, then the student may be expelled on an <b>emergency and temporary basis</b> to a setting without educational services available pending an expulsion hearing required under TEC §37.009 taking place.</p>
26	<p><b><u>Terroristic Threat</u></b> - Under Penal Code Section 22.07, a person commits an offense if he threatens to commit any offense involving violence to any person or property with the intent to:</p> <ul style="list-style-type: none"> <li>(a) cause a reaction of any type to his threat by an official or volunteer agency organized to deal with emergencies; or</li> <li>(b) place any person in fear of imminent serious bodily injury; or</li> <li>(c) prevent or interrupt the occupation or use of a building; room; place of assembly; place to which the public has access; place of employment or occupation; aircraft, automobile, or other form of conveyance; or other public place; or</li> <li>(d) cause impairment or interruption of public communications, public transportation, public water, gas, or power supply or other public service.</li> </ul> <p>A person who receives a terroristic threat must not only believe the threat, but also believe that the person making the threat will carry it out.</p> <p><i>"Terroristic Threat" violation is also a discretionary expellable offense dependent on the local Student Code of Conduct.</i></p>
27	<p><b><u>Assault of School Staff</u></b> - Penal Code Section 22.01 (a) (1) defines assault as when a person intentionally, knowingly, or recklessly causes bodily injury to another person.</p> <p>For purposes of this reason, an assault must involve a victim and a perpetrator(s) and the victim must receive bodily injury.</p> <p>If these criteria are not met, then the proper Discipline Action Reason Code would be <b>Other Student Code of Conduct Violation</b> (Action Reason Code 21).</p>
28	<p><b><u>Assault of Someone other than School Staff</u></b> - Penal Code Section 22.01 (a) (1) defines assault as when a person intentionally, knowingly, or recklessly causes bodily injury to another person. <b>Two or more students cannot assault each other.</b></p> <p>For purposes of this reason, an assault must involve a victim and a perpetrator(s) and the victim must receive bodily injury.</p> <p>If these criteria are not met, then the proper Discipline Action Reason Code would be <b>Other Student Code of Conduct Violation</b> (Action Reason Code 21).</p>

Discipline Reason Code	Translation/Definition
29	<p><b><u>Aggravated Assault against School Staff</u></b> - Aggravated assault against a school district employee or volunteer under Penal Code Section 22.02.</p> <p>Penal Code Section 22.02 defines <b>aggravated assault</b> as an offense as defined in §22.01 if the person causes <b>serious bodily</b> injury to another, including the person's spouse, or <b>uses or exhibits a deadly weapon</b> during the commission of the assault.</p> <p>For this Action Reason there must be a victim(s) and a perpetrator(s). Two persons cannot commit aggravated assault against each other.</p>
30	<p><b><u>Aggravated Assault against Student</u></b> - Aggravated assault against someone other than a school district employee or volunteer under Penal Code Section 22.02.</p> <p>Penal Code Section 22.02 defines <b>aggravated assault</b> as an offense as defined in §22.01 if the person causes <b>serious bodily</b> injury to another, including the person's spouse, or <b>uses or exhibits a deadly weapon</b> during the commission of the assault.</p> <p>For this Action Reason there must be a victim(s) and a perpetrator(s). Two persons cannot commit aggravated assault against each other.</p>
31	<p><b><u>Sexual Assault/Aggravated Sexual Assault against School Staff</u></b> - sexual assault under Penal Code Section 22.011, or aggravated sexual assault under Penal Code Section 22.021 against a school district employee or volunteer.</p> <p>Penal Code Section 22.011 defines <b>sexual assault</b> as when a person intentionally or knowingly causes the penetration of the anus or female sexual organ of another person by any means without that person's consent, causes the penetration of the mouth of another person by the sexual organ of the actor without the person's consent or causes the sexual organ of another person, without the person's consent, to contact, or penetrate the mouth, anus, or sexual organ of another person, including the actor.</p> <p><b>Sexual assault</b> is also defined as when a person intentionally or knowingly causes the penetration of the anus or female sexual organ of a child by any means, causes the penetration of the mouth of a child by the sexual organ of the actor, causes the sexual organ of a child to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor, or causes the anus of a child to contact the mouth, anus, or sexual organ of another person, including the actor.</p> <p>Penal Code Section 22.021, , defines <b>aggravated sexual assault</b> as any of the offenses listed above in Penal Code Section 22.011 if the person causes serious bodily injury or attempts to cause the death of the victim or another person in the course of the same criminal episode, places the victim in fear that death, serious bodily injury, or kidnapping will be imminently inflicted on any person, by acts or words threatens to cause death or serious bodily injury or kidnapping of any person or who uses or exhibits a deadly weapon in the course of the same criminal episode. A person also commits the offense of aggravated sexual assault if they act in concert with another who engages in such conduct or commits the offense of sexual assault on a person who is younger than 14 or 65 years of age or older (Chapter 318, Section 9).</p>
32	<p><b><u>Sexual Assault/Aggravated Sexual Assault against Student</u></b> - sexual assault under Penal Code Section 22.011, or aggravated sexual assault under Penal Code Section 22.021 against someone other than a school district employee or volunteer.</p> <p>Penal Code Section 22.011 defines <b>sexual assault</b> as when a person intentionally or knowingly causes the penetration of the anus or female sexual organ of another person by</p>

Discipline Reason Code	Translation/Definition
	<p>any means without that person's consent, causes the penetration of the mouth of another person by the sexual organ of the actor without the person's consent or causes the sexual organ of another person, without the person's consent, to contact, or penetrate the mouth, anus, or sexual organ of another person, including the actor.</p> <p><b>Sexual assault</b> is also defined as when a person intentionally or knowingly causes the penetration of the anus or female sexual organ of a child by any means, causes the penetration of the mouth of a child by the sexual organ of the actor, causes the sexual organ of a child to contact or penetrate the mouth, anus, or sexual organ of another person, including the actor, or causes the anus of a child to contact the mouth, anus, or sexual organ of another person, including the actor.</p> <p>Penal Code Section 22.021 defines <b>aggravated sexual assault</b> as any of the offenses listed above in Penal Code Section 22.011 if the person causes serious bodily injury or attempts to cause the death of the victim or another person in the course of the same criminal episode, places the victim in fear that death, serious bodily injury, or kidnapping will be imminently inflicted on any person, by acts or words threatens to cause death or serious bodily injury or kidnapping of any person or who uses or exhibits a deadly weapon in the course of the same criminal episode. A person also commits the offense of aggravated sexual assault if they act in concert with another who engages in such conduct or commits the offense of sexual assault on a person who is younger than 14 or 65 years of age or older (Chapter 318, Section 9).</p>
33	<p><b><u>Tobacco Violations</u></b> – <b>Health and Safety Code, Section 3.01, Chapter 161.252</b> – An individual who is younger than 18 years of age commits an offense if the individual: (1) possesses, purchases, consumes, or accepts a cigarette or tobacco product; or (2) falsely represents himself or herself to be 18 years of age or older by displaying proof of age that is false, fraudulent, or not actually proof of the individual's own age in order to obtain possession of, purchase, or receive a cigarette or tobacco product.</p> <p><b>Tobacco on School Property TEC § 38.006</b> – The board of trustees of a school district shall: <b>(1)</b> prohibit smoking or using tobacco products at a school-related or school-sanctioned activity on or off school property; <b>(2)</b> prohibit students from possessing tobacco products at a school-related or school-sanctioned activity on or off school property; and <b>(3)</b> ensure that school personnel enforce the policies on school property.</p>
34	<p><b><u>School Related Gang Violence</u></b> – A violent action not otherwise defined under TEC §37.006 and/or §37.007 by three or more persons having a common identifying sign or symbol or an identifiable sign or symbol or an identifiable leadership who associate in the commission of criminal activities under Penal Code §71.01.</p>
35	<p><b><u>False Alarm/False Report</u></b> - A student who commits an offense if he knowingly initiates, communicates or circulates a report of a present, past, or future bombing, fire, offense, or other emergency that he knows is false or baseless and that would ordinarily:</p> <ul style="list-style-type: none"> <li>(a) cause action by an official or volunteer agency organized to deal with emergencies;</li> <li>(b) place a person in fear of imminent serious bodily injury; or</li> <li>(c) prevent or interrupt the occupation of a building, room, place of assembly, place to which the public has access, or aircraft, automobile, or other mode of conveyance.</li> </ul> <p>"False Alarm/False Report" violation is also a discretionary expellable offense dependent on the local Student Code of Conduct.</p>
36	<p><b><u>Felony Controlled Substance Violation</u></b> - Examples would include four (4) ounces or more of marijuana, any amount of cocaine, and other controlled substances.</p>

Discipline Reason Code	Translation/Definition
	Always get corroboration from law enforcement before using this Action Reason code.
37	<b><u>Felony Alcohol Violation</u></b> - An example would be intoxication manslaughter. Always get corroboration from law enforcement before using this Action Reason code.
41	<b><u>Fighting/Mutual Combat</u></b> - Fighting is defined as two or more students or persons that choose to mutually engage in physical combat using blows or force to strive to overcome the other student(s) or person(s).
46	<b><u>Aggravated Robbery</u></b> - Penal Code §29.03 defines <b>aggravated robbery</b> as when a person commits robbery as defined in Section 29.02, and he: (1) causes serious bodily injury to another; (2) uses or exhibits a deadly weapon; or (3) causes bodily injury to another person or threatens or places another person in fear of imminent bodily injury or death, if the other person is: (A) 65 years of age or older; or (B) a disabled person.  <b>Penal Code §29.02</b> defines <b>robbery</b> as a person commits an offense if, in the course of committing theft as defined in Chapter 31 and with intent to obtain or maintain control of the property, he: (1) intentionally, knowingly, or recklessly causes bodily injury to another; or (2) intentionally or knowingly threatens or places another in fear of imminent bodily injury or death.
47	<b><u>Manslaughter</u></b> - Penal Code §19.04 defines <b>manslaughter</b> as a person commits an offense if he recklessly causes the death of an individual.
48	<b><u>Criminally Negligent Homicide</u></b> - Penal Code §19.05 defines <b>criminally negligent homicide</b> as a person commits an offense if he causes the death of an individual by criminal negligence.
49	<b><u>Deadly Conduct</u></b> – Penal Code §22.05 defines <b>deadly conduct</b> as when a person recklessly engages in conduct that places another in imminent danger of serious bodily injury, or a person commits an offense if he knowingly discharges a firearm at or in the direction of: (1) one or more individuals; or (2) a habitation, building, or vehicle and is reckless as to whether the habitation, building, or vehicle is occupied. Recklessness and danger are presumed if the actor knowingly pointed a firearm at or in the direction of another whether or not the actor believed the firearm to be loaded. For purposes of this section, "building," "habitation," and "vehicle" have the meanings assigned those terms by Section 30.01. An offense under Penal Code §22.05(a) is a Class A misdemeanor. An offense under Penal Code §22.05(b) is a felony of the third degree.
55	<b><u>Student Is Required To Register As A Sex Offender Under Chapter 62 Of The Code Of Criminal Procedure And Is Under Court Supervision</u></b> - TEC §37.304. The offense(s) for which the student is required to register as a sex offender must have occurred on or after Sept. 1, 2007.
56	<b><u>Student Is Required To Register As A Sex Offender Under Chapter 62 Of The Code Of Criminal Procedure And Is Not Under Court Supervision</u></b> - TEC §37.305. The offense(s) for which the student is required to register as a sex offender must have occurred on or after Sept. 1, 2007.
57	<b><u>Continuous Sexual Abuse Of Young Child Or Children Under Penal Code §21.02</u></b> - Occurring on school property or while attending a school-sponsored or school-related activity on or off school property – TEC §37.007(a)(2)(l)

Discipline Reason Code	Translation/Definition
58	<p><b><u>Breach of Computer Security Under Penal Code §33.02 – TEC 37.007 -</u></b>  A student engages in conduct that contains the elements of the offense of breach of computer security under Section 33.02 if the person knowingly accesses a computer, computer network, or computer system without the effective consent of the owner if the conduct involves accessing a computer, computer network, or computer system owned by or operated on behalf of a school district; and the student knowingly: (i) alters, damages, or deletes school district property or information; or, (ii) commits a breach of any other computer, computer network, or computer system.</p>
59	<p><b><u>Serious Misbehavior, as defined by TEC §37.007(c), while expelled to/placed in a Disciplinary Alternative Education Program (DAEP) -</u></b>  TEC §37.007(c) defines "serious misbehavior" as:  (1) deliberate violent behavior that poses a direct threat to the health or safety of others;  (2) extortion, meaning the gaining of money or other property by force or threat;  (3) conduct that constitutes coercion, as defined by Penal Code §1.07,; or  (4) conduct that constitutes the offense of:  (A) public lewdness under Penal Code §21.07,  (B) indecent exposure under Penal Code §21.08;  (C) criminal mischief under Penal Code §28.03;  (D) personal hazing under Penal Code §37.152; or  (E) harassment under Penal Code §42.07(a)(1), of a student or district employee.</p>

## TSDS PEIMS Chart for Determining Mandatory and Discretionary DAEP Placements and Expulsions

**NOTE:** This chart represents the minimum required actions and maximum allowed actions for school districts. It does not apply to charter schools except for code 11 – (Possession or use of Firearms at school or a school related activity), unless a charter school has adopted one of the other mandatory provisions into its student code of conduct.

Disciplinary Action Reason Codes (C165)		Behavior Location Code (C190)	Disciplinary Action Codes (C164)			
Code and Translation		Behavior Location Code	Mandatory DAEP Placement	Mandatory Expulsion	Discretionary DAEP Placement	Discretionary Expulsion
01	Permanent removal by a teacher from class (Teacher has removed the student from classroom and denied the student the right to return. TEC §37.003 has been invoked.) – TEC §37.002(c)	On campus (01)			D	
02	Conduct punishable as a felony-TEC §37.006(a)(2)(A)	On campus (01)	M			
	TEC §37.006(a)(2)(A)	Off Campus, within 300 ft. (02)	M			
	TEC §37.006(a)(2)(A)	School Related/Sponsored Activity Off Campus (03)	M			
	TEC §37.006(d)	Off Campus, no school related/sponsored activity (04)			D	
	TEC §37.0081	On school property, or at school related/sponsored activity, of another school district (05)			D	
04	Possessed, sold, or used marihuana or other controlled substance-TEC §37.006(a)(2)(C) and 37.007(b)(2)(A) for under the influence	On campus (01)	M			D
	TEC §37.006(a)(2)(C) and 37.007(b)(2)(A)	Off Campus, within 300 ft. (02)	M			D
	TEC §37.006(a)(2)(C) and 37.007(b)(2)(A)	School Related/Sponsored Activity Off Campus (03)	M			D
05	Possessed, sold, used, or was under the influence of an alcoholic beverage-TEC §37.006(a)(2)(D) and 37.007(b)(2)(A)	On campus (01)	M			D
	TEC §37.006(a)(2)(D) and 37.007(b)(2)(A)	Off Campus, within 300 ft. (02)	M			D
	TEC §37.006(a)(2)(D) and 37.007(b)(2)(A)	School Related/Sponsored Activity Off Campus (03)	M			D
06	Abuse of a volatile chemical- TEC §37.006(a)(2)(E) and 37.007(b)(2)(B)	On campus (01)	M			D

\* Retaliation against school employee or volunteer coupled with an offense in TEC 37.007 (a) or (d).



- Not allowed by TEC Chapter 37



- Not specified by TEC Chapter 37. Action for these items must be authorized by the local Student Code of Conduct

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Disciplinary Action Reason Codes (C165)		Behavior Location Code (C190)	Disciplinary Action Codes (C164)			
Code and Translation		Behavior Location Code	Mandatory DAEP Placement	Mandatory Expulsion	Discretionary DAEP Placement	Discretionary Expulsion
	TEC §37.006(a)(2)(E) and 37.007(b)(2)(B)	Off Campus, within 300 ft. (02)	M			D
	TEC §37.006(a)(2)(E) and 37.007(b)(2)(B)	School Related/Sponsored Activity Off Campus (03)	M			D
07	Public lewdness or indecent exposure-TEC §37.006(a)(2)(F)	On campus (01)	M			
	TEC §37.006(a)(2)(F)	Off Campus, within 300 ft. (02)	M			
	TEC §37.006(a)(2)(F)	School Related/Sponsored Activity Off Campus (03)	M			
08	Retaliation against school employee-TEC §37.006(b) and 37.007(d)	On campus (01)	M			D*
	TEC §37.006(b) and 37.007(d)	Off Campus, within 300 ft. (02)	M			D*
	TEC §37.006(b) and 37.007(d)	School Related/Sponsored Activity Off Campus (03)	M			D*
	TEC §37.006(b) and 37.007(d)	Off Campus, no school related/sponsored activity (04)	M			D*
09	Based on conduct occurring off campus and while the student is not in attendance at a school-sponsored or school-related activity for felony offenses in Title 5, Penal Code-TEC §37.006(c) , TEC §37.007(b)(4), and TEC §37.0081	Off Campus, no school related/sponsored activity (04)	M			D
10	Based on conduct occurring off campus and while the student is not in attendance at a school-sponsored or school-related activity for felony offenses not in Title 5, Penal Code-TEC §37.006(d) and TEC §37.007(b)(4)	Off Campus, no school related/sponsored activity (04)			D	D
11	Brought a Firearm to School – TEC 37.007(e) or Unlawful Carrying of a Handgun under Penal Code 46.02 – TEC 37.007(a)(1)	On campus (01)		M		
	TEC §37.007(b)(3)(B)	Off Campus, within 300 ft. (02)				D
	TEC §37.007(a)(1) and/or 37.007(e)	School Related/Sponsored Activity Off Campus (03)		M		

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Disciplinary Action Reason Codes (C165)		Behavior Location Code (C190)	Disciplinary Action Codes (C164)			
Code and Translation		Behavior Location Code	Mandatory DAEP Placement	Mandatory Expulsion	Discretionary DAEP Placement	Discretionary Expulsion
	TEC 37.007(i)	On school property, or at school related/sponsored activity, of another school district (05)				D
12	Unlawful Carrying of an Location-restricted Knife under Penal Code 46.02 – TEC 37.007(a)(1) (Location-restricted Knife - blade longer than 5.5 inches)	On campus (01)		M		
	TEC §37.007(b)(3)(A)	Off Campus, within 300 ft. (02)				D
	TEC §37.007(a)(1)	School Related/Sponsored Activity Off Campus (03)		M		
	TEC 37.007(i)	On school property, or at school related/sponsored activity, of another school district (05)				D
13	Unlawful Carrying of a Club under Penal Code 46.02 – TEC 37.007(a)(1)	On campus (01)		M		
	TEC §37.007(b)(3)(A)	Off Campus, within 300 ft. (02)				D
	TEC §37.007(a)(1)	School Related/Sponsored Activity Off Campus (03)		M		
	TEC 37.007(i)	On school property, or at school related/sponsored activity, of another school district (05)				D
14	Conduct Containing the Elements of an Offense Relating to Prohibited Weapons Under Penal Code 46.05 – TEC 37.007(a)(1)	On campus (01)		M		
	TEC §37.007(b)(3)(A)	Off Campus, within 300 ft. (02)				D
	TEC §37.007(a)(1)	School Related/Sponsored Activity Off Campus (03)		M		
	TEC 37.007(i)	On school property, or at school related/sponsored activity, of another school district (05)				D
16	Arson-TEC §37.007(a)(2)(B)	On campus (01)		M		
	TEC §37.007(b)(3)(A)	Off Campus, within 300 ft. (02)				D

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Disciplinary Action Reason Codes (C165)		Behavior Location Code (C190)	Disciplinary Action Codes (C164)			
Code and Translation		Behavior Location Code	Mandatory DAEP Placement	Mandatory Expulsion	Discretionary DAEP Placement	Discretionary Expulsion
	TEC §37.007(a)(2)(B)	School Related/Sponsored Activity Off Campus (03)		M		
	TEC 37.007(i)	On school property, or at school related/sponsored activity, of another school district (05)				D
17	Murder, capital murder, criminal attempt to commit murder, or capital murder-TEC §37.007(a)(2)(C)	On campus (01)		M		
	TEC §37.007(b)(3)(A)	Off Campus, within 300 ft. (02)				D
	TEC §37.007(a)(2)(C)	School Related/Sponsored Activity Off Campus (03)		M		
	TEC 37.007(i)	On school property, or at school related/sponsored activity, of another school district (05)				D
18	Indecency with a child-TEC §37.007(a)(2)(D)	On campus (01)		M		
	TEC §37.007(b)(3)(A)	Off Campus, within 300 ft. (02)				D
	TEC §37.007(a)(2)(D)	School Related/Sponsored Activity Off Campus (03)		M		
	TEC 37.007(i)	On school property, or at school related/sponsored activity, of another school district (05)				D
19	Aggravated kidnapping-TEC §37.007(a)(2)(E)	On campus (01)		M		
	TEC §37.007(b)(3)(A)	Off Campus, within 300 ft. (02)				D
	TEC §37.007(a)(2)(E)	School Related/Sponsored Activity Off Campus (03)		M		
	TEC 37.007(i)	On school property, or at school related/sponsored activity, of another school district (05)				D
21	Violation of student code of conduct not included under TEC §37.006, 37.007, or 37.002(c)	Not Applicable (00)			D	

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Disciplinary Action Reason Codes (C165)		Behavior Location Code (C190)	Disciplinary Action Codes (C164)			
Code and Translation		Behavior Location Code	Mandatory DAEP Placement	Mandatory Expulsion	Discretionary DAEP Placement	Discretionary Expulsion
22	Criminal mischief (felony violation)- TEC §37.007(f)	Not Applicable (00)				D
23	Emergency Placement/Expulsion-TEC §37.019	Not Applicable (00)			D	D
26	Terroristic threat-TEC §37.006(a)(1) or 37.007(b)(1)	On campus (01)	M			D
	TEC §37.006(a)(1) or 37.007(b)(1)	Off Campus, within 300 ft. (02)	M			D
	TEC §37.006(a)(1) or 37.007(b)(1)	School Related/Sponsored Activity Off Campus (03)	M			D
	TEC §37.006(a)(1) or 37.007(b)(1)	Off Campus, no school related/sponsored activity (04)	M			D
	TEC §37.006(a)(1) or 37.007(b)(1)	On school property, or at school related/sponsored activity, of another school district (05)	M			D
27	Assault under Penal Code Section 22.01(a)(1) against a school district employee or volunteer- TEC §36.006(a)(2)(B) and/or TEC §37.007(b)(2)(C)	On campus (01)	M			D
	TEC §36.006(a)(2)(B) and/or TEC §37.007(b)(2)(C)	Off Campus, within 300 ft. (02)	M			D
	TEC §36.006(a)(2)(B) and/or TEC §37.007(b)(2)(C)	School Related/Sponsored Activity Off Campus (03)	M			D
28	Assault under Penal Code Section 22.01(a)(1) against someone other than a school district employee or volunteer-TEC §37.006(a)(2)(B)	On campus (01)	M			
	TEC §37.006(a)(2)(B)	Off Campus, within 300 ft. (02)	M			
	TEC §37.006(a)(2)(B)	School Related/Sponsored Activity Off Campus (03)	M			
29	Aggravated assault under Penal Code Section 22.02 against a school district employee or volunteer-TEC §37.007(d)	On campus (01)		M		
	TEC §37.007(d)	Off Campus, within 300 ft. (02)		M		
	TEC §37.007(d)	School Related/Sponsored Activity Off Campus (03)		M		

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Disciplinary Action Reason Codes (C165)		Behavior Location Code (C190)	Disciplinary Action Codes (C164)			
Code and Translation		Behavior Location Code	Mandatory DAEP Placement	Mandatory Expulsion	Discretionary DAEP Placement	Discretionary Expulsion
	TEC §37.007(d)	Off Campus, no school related/sponsored activity (04)		M		
	TEC 37.007(i)	On school property, or at school related/sponsored activity, of another school district (05)		M		
30	Aggravated assault under Penal Code Section 22.02 against someone other than a school district employee or volunteer-TEC §37.007(a)(2)(A)	On campus (01)		M		
	TEC §37.007(b)(3)(A)	Off Campus, within 300 ft. (02)				D
	TEC §37.007(a)(2)(A)	School Related/Sponsored Activity Off Campus (03)		M		
	TEC 37.007(i)	On school property, or at school related/sponsored activity, of another school district (05)				D
31	Sexual assault under Penal Code Section 22.011 or aggravated sexual assault under 22.021 against a school district employee or volunteer-TEC §37.007(d)	On campus (01)		M		
	TEC §37.007(d)	Off Campus, within 300 ft. (02)				D
	TEC §37.007(d)	School Related/Sponsored Activity Off Campus (03)		M		
	TEC 37.007(i)	On school property, or at school related/sponsored activity, of another school district (05)				D
32	Sexual assault under Penal Code Section 22.011 or aggravated sexual assault under 22.021 against someone other than a school district employee or volunteer-TEC §37.007(a)(2)(A)	On campus (01)		M		
	TEC §37.007(b)(3)(A)	Off Campus, within 300 ft. (02)				D
	TEC §37.007(a)(2)(A)	School Related/Sponsored Activity Off Campus (03)		M		
	TEC 37.007(i)	On school property, or at school related/sponsored activity, of another school district (05)				D

\* Retaliation against school employee or volunteer coupled with an offense in TEC 37.007 (a) or (d).



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Disciplinary Action Reason Codes (C165)		Behavior Location Code (C190)	Disciplinary Action Codes (C164)			
Code and Translation		Behavior Location Code	Mandatory DAEP Placement	Mandatory Expulsion	Discretionary DAEP Placement	Discretionary Expulsion
33	Possessed, purchased, used or accepted a cigarette or tobacco product as defined in the Health and Safety Code, Section 3.01, chapter 161.252	Not Applicable (00)			D	
34	School-related gang violence	Not Applicable (00)			D	
35	False Alarm/False Report –TEC §§37.006(a)(1) and 37.007(b)(1)	On campus (01)	M			D
	TEC §§37.006(a)(1) and 37.007(b)(1)	Off Campus, within 300 ft. (02)	M			D
	TEC §§37.006(a)(1) and 37.007(b)(1)	School Related/Sponsored Activity Off Campus (03)	M			D
	TEC §§37.006(a)(1) and 37.007(b)(1)	Off Campus, no school related/sponsored activity (04)	M			D
	TEC §§37.006(a)(1) and 37.007(b)(1)	On school property, or at school related/sponsored activity, of another school district (05)	M			D
36	Felony Controlled Substance Violation-TEC §37.007(a)(3)	On campus (01)		M		
	TEC §37.007(a)(3)	School Related/Sponsored Activity Off Campus (03)		M		
	TEC 37.007(i)	On school property, or at school related/sponsored activity, of another school district (05)				D
37	Felony alcohol violation-TEC §37.007(a)(3)	On campus (01)		M		
	TEC §37.007(a)(3)	School Related/Sponsored Activity Off Campus (03)		M		
	TEC 37.007(i)	On school property, or at school related/sponsored activity, of another school district (05)				D
41	Fighting/Mutual Combat-Excludes all offenses under Penal Code §22.01	Not Applicable (00)			D	

\* Retaliation against school employee or volunteer coupled with an offense in TEC 37.007 (a) or (d).



- Not allowed by TEC Chapter 37



- Not specified by TEC Chapter 37. Action for these items must be authorized by the local Student Code of Conduct

2019-2020 Texas Education Data Standards  
Appendix E – PEIMS Additional Information Related to Discipline  
Addendum Version

Disciplinary Action Reason Codes (C165)		Behavior Location Code (C190)	Disciplinary Action Codes (C164)			
Code and Translation		Behavior Location Code	Mandatory DAEP Placement	Mandatory Expulsion	Discretionary DAEP Placement	Discretionary Expulsion
46	Aggravated Robbery-TEC §37.007(a)(2)(F), TEC §37.006(C)-(D) (HB 9680)	On campus (01)		M		
	TEC §37.007(b)(3)(A)	Off Campus, within 300 ft. (02)				D
	TEC §37.007(a)(2)(F)	School Related/Sponsored Activity Off Campus (03)		M		
	TEC 37.0081	Off Campus, no school related/sponsored activity (04)				D
	TEC 37.007(i)	On school property, or at school related/sponsored activity, of another school district (05)				D
47	Manslaughter – TEC §37.007(a)(2)(G)	On campus (01)		M		
		Off Campus, within 300 ft. (02)				D
	TEC §37.007(a)(2)(G)	School Related/Sponsored Activity Off Campus (03)		M		
	TEC 37.0081	Off Campus, no school related/sponsored activity (04)				D
	TEC 37.007(i)	On school property, or at school related/sponsored activity, of another school district (05)				D
48	Criminally Negligent Homicide – TEC §37.007(a)(2)(H)	On campus (01)		M		
	TEC §37.007(b)(3)(A)	Off Campus, within 300 ft. (02)				D
	TEC §37.007(a)(2)(H)	School Related/Sponsored Activity Off Campus (03)		M		
	TEC 37.0081	Off Campus, no school related/sponsored activity (04)				D
	TEC 37.007(i)	On school property, or at school related/sponsored activity, of another school district (05)				D
49	Engages In Deadly Conduct – TEC §37.007(b)(2)(D)	On campus (01)			D	D
	TEC §37.007(b)(2)(D)	Off Campus, within 300 ft. (02)			D	D

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2019-2020 Texas Education Data Standards  
Appendix E – PEIMS Additional Information Related to Discipline  
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Disciplinary Action Reason Codes (C165)		Behavior Location Code (C190)	Disciplinary Action Codes (C164)			
Code and Translation		Behavior Location Code	Mandatory DAEP Placement	Mandatory Expulsion	Discretionary DAEP Placement	Discretionary Expulsion
	TEC §37.007(b)(2)(D)	School Related/Sponsored Activity Off Campus (03)			D	D
55	Student Is Required To Register As A Sex Offender Under Chapter 62 Of The Code Of Criminal Procedure And Is Under Court Supervision - TEC §37.304. The offense(s) for which the student is required to register as a sex offender must have occurred on or after Sept. 1, 2007	Not Applicable (00)	M			D
56	Student Is Required To Register As A Sex Offender Under Chapter 62 Of The Code Of Criminal Procedure And Is Not Under Court Supervision - TEC §37.305. The offense(s) for which the student is required to register as a sex offender must have occurred on or after Sept. 1, 2007	Not Applicable (00)			D	
57	Continuous Sexual Abuse Of Young Child Or Children Under Penal Code §21.02 Occurring on school property or while attending a school-sponsored or school-related activity on or off school property – TEC §37.007(a)(2)(I)	On campus (01)		M		
	TEC §37.007(b)(3)(A)	Off Campus, within 300 ft. (02)				D
	TEC §37.007(a)(2)(I)	School Related/Sponsored Activity Off Campus (03)		M		
	TEC 37.007(i)	On school property, or at school related/sponsored activity, of another school district (05)				D
58	Breach of Computer Security – TEC §37.007(b)(5)	On campus (01)				D
	TEC §37.007(b)(5)	Off Campus, within 300 ft. (02)				D
	TEC §37.007(b)(5)	School Related/Sponsored Activity Off Campus (03)				D
	TEC §37.007(b)(5)	Off Campus, no school related/sponsored activity (04)				D
	TEC §37.007(b)(5)	On school property, or at school related/sponsored activity, of another school district (05)				D

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Disciplinary Action Reason Codes (C165)		Behavior Location Code (C190)	Disciplinary Action Codes (C164)			
Code and Translation		Behavior Location Code	Mandatory DAEP Placement	Mandatory Expulsion	Discretionary DAEP Placement	Discretionary Expulsion
59	Serious Misbehavior, as defined by TEC §37.007(c), while expelled to/placed in a Disciplinary Alternative Education Program (DAEP)	On campus (01)				D