

## **Marin's Community School/Phoenix Academy**

### **Progressive Discipline - Range of Consequences**

The MCS/PA Staff is committed to providing a safe and caring environment in which students feel comfortable, share responsibility for maintaining a positive school climate, and take pride in our school. We will focus on relational and restorative practices that promote de-escalation and conflict resolution and will create opportunities for students and families to voice their concerns about school policies and practices.

We do recognize the need for appropriate action when the safety of the campus is threatened. In accordance with Education Code 35291.5, the site Progressive Discipline plan includes a range of consequences that are imposed when a student violates school rules. The following plan is a supplement to the Education Code and Board Policy regarding suspension and expulsion.

#### ***De-Escalation and the Motivation Room***

Students needing a break from the classroom or activity may work with the learning coach or other designated staff to get back into the class and resume learning. Some students may need longer and may work in the motivation classroom for a period of time. If the student cannot settle down, he or she may be referred to the office for additional counseling or disciplinary action. All attempts will be made to restore the relationship and get the student back to the classroom to learn.

Consequences listed below are not necessarily in sequential order. In general, second infractions will lead to more consequences. They may include, but are not limited to the following:

#### **Attendance Problems, unexcused absences, excessive tardiness**

- Phone call or text home
- Written notification to parent
- Notification to probation officer and wrap team (as applicable)
- Informal/formal conference
- School service hours
- Referral to Student Study Team (SST)
- Referral to Student Attendance Review Board (SARB)
- Loss of work permit

#### **Cheating or Academic Dishonesty - (Teachers make expectations clear)**

First incident

- Teacher works with student
- Student can re-do assignment or assessment

Second incident

- Teacher works with student and notifies parent/guardian
- Teacher sends a referral to the administration for conference
- Student can re-do the assignment or assessment
- Referral for counseling

#### Third incident

- Teacher works with student and notifies parent/guardian
- Teacher sends a referral to the administration for a formal conference including the parent/guardian
- Possible class suspension (to work on the learning for the assignment/assessment)

#### **Computer Violation**

- Teachers should monitor student computer and circumvent or redirect off-task behavior related to the computer
- Referral to the motivation classroom with an alternate assignment and possible suspension of computer privileges
- If egregious (circumventing firewalls, accessing pornography, etc) or ongoing, referral to the administration
  - Suspension of computer privileges
  - Parent/ guardian contact
  - Police report (if appropriate)
  - Informal or formal conference
  - Possible in house or at home suspension

#### **Defiance or disruption of School Authority**

- Teacher consequences
- Referral to learning coach for time out of class
- Referral to the motivation classroom
- Referral to the administration
- Parent/ guardian contact
- Informal or formal conference
- Possible in house or at home suspension
  - Restorative conversation/meeting with teacher before admitted back to class
  - School Service Hours
  - Suspension

#### **Dress Code Violation**

##### First incident

- Warning
- Change of clothes

##### Second incident

- Change of clothes
- Contact parent/guardian and/or probation officer (if appropriate)

##### Third incident

- Change of clothes
- Formal meeting with parent/guardian and probation officer (if applicable)
- School service hours

**Continued offenses**

- Parent/guardian and/or team meeting to create a plan for improvement

**Drugs/Alcohol/paraphernalia - possession or under the influence**

- Referral to administration
- Parent/guardian contact
- Police notification/citation
- Suspension (if student is sent home for the day) and formal conference with parent/guardian and probation officer (if applicable)
- Referral for counseling
- Re-entry meeting with parent/guardian

**Drugs/Alcohol selling and distribution**

- Referral to administration
- Parent/guardian contact
- Police notification/citation
- Suspension (minimum 5 days) with consideration of a change of school placement; and formal conference with parent/guardian and probation officer (if applicable)

**Extortion/Robbery/Theft**

- Referral to administration
- Parent/guardian contact
- Police notification/citation
- Restitution (if possible)
- Suspension (1-day first offense) and formal conference with parent/guardian and probation officer (if applicable)
- Restorative meeting/conflict resolution with victim if appropriate and all parties agree
- Referral for counseling

**Fighting (all involved students)/Assault/Causing Physical Injury**

- Referral to administration
- Parent/guardian contact
- Police notification/citation
- Restitution (if possible)
- Suspension (1-day first offense) and formal conference with parent/guardian and probation officer (if applicable)
- Restorative meeting/conflict resolution if appropriate and all parties agree
- Referral for counseling

**Harassment, Hazing, Threats**

- Referral to administration - formal investigation
- Parent/guardian contact
- Police notification/citation

- Suspension if warranted - more days for more serious threats or harassment, and formal conference with parent/guardian and probation officer (if applicable)
- Restorative meeting/conflict resolution if appropriate and all parties agree
- Referral for counseling
- Behavior Contract

**Hate Language:** Use of hate speech including slurs and words that denigrate a person or group because of race, ethnicity, nationality, gender identity, or ability/disability. More serious infractions will have more serious consequences earlier.

**First incident**

- Referral to administration and removal from class
- Review rules and consequences
- Formal conference with student
- Restorative conversation

**Second incident**

- Referral to administration and removal from class
- Notification to parent/guardian
- Restorative conversation

**Third incident**

- Motivation Room to watch a video and report on the history of hate speech
- Formal conference with parent/guardian and probation officer
- Restorative conversation

**Fourth incident**

- Referral to administration and removal from class
- Suspension (in house or off campus) (1 day)
- Written report
- Formal conference with parent/guardian and probation officer
- Restorative conversation
- Referral for counseling

**Tobacco, nicotine products (including vape pens and paraphernalia)**

- Referral to administration
- Parent/guardian contact
- Referral for counseling
- Re-entry meeting with parent/guardian (second incident)

**Vandalism/Property Damage**

- Referral to administration
- Parent/guardian contact
- Police notification/citation if damage is extensive
- Restitution (if possible)

- Suspension if warranted depending on severity, and formal conference with parent/guardian and probation officer (if applicable)
- Restorative meeting/conflict resolution with victim if appropriate and all parties agree
- Referral for counseling
- Suspension if repeated offense or extensive damage

### **Weapons on Campus**

- Referral to administration
- Parent/guardian contact
- Police notification/citation
- Suspension (minimum 5 days) with a change of school placement; and formal conference with parent/guardian and probation officer (if applicable)