





# Comprehensive School Safety Plan SB 187 Compliance Document

## 2023-2024 School Year

**School:** Thurgood Marshall K-8 School  
**CDS Code:** 56725380100362  
**District:** Oxnard School District  
**Address:** 2900 Thurgood Marshall Drive  
 Oxnard, CA 93036  
**Date of Adoption:** February 21, 2024  
**Date of Review:** -with Staff  
 November 13, 2023  
 -with Law Enforcement  
 January 2024  
 -with Fire Authority  
 January 2024

**Reviewed by:**

Name	Title	Signature	Date
Chantal Anderson Witherspoon	Principal		2/6/2024
Erika Dowd	Speech Therapist		2/6/2024
Maritza Gutierrez	Classified Rep/Safety Committee		2/6/2024
Jeanette Cortez Jeanette Cortez	School Site Council Chair		2/6/2024
Police Representative	Police Department Representative		
Fireman Representative	Fire Department Representative		

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Jeanette Cortez Jeanette Cortez	School Site Council Chair		
Police Representative	Police Department Representative		2/2/24
Fireman Representative STEPHEN McNAUGHTEN	Fire Department Representative		1/24/24

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## Senate Bill 187: Comprehensive School Safety Plan Purpose

Effective January 1, 2019, Assembly Bill 1747 (Rodriguez), School Safety Plans, became law. This bill requires that during the writing and development of the comprehensive school safety plan (CSSP), the school site council or safety committee consult with a fire department and other first responder entities in addition to currently required entities. It requires the CSSP and any updates made to the plan to be shared with the law enforcement agency, the fire department, and the other first responder entities.

The California Education Code (sections 32280-32288) outlines the requirements of all schools operating any kindergarten and any grades 1 to 12, inclusive, to write and develop a school safety plan relevant to the needs and resources of that particular school.

In 2004, the Legislature and Governor recast and renumbered the Comprehensive School Safety Plan provisions in SB 719 and AB115. It is the intent of the Legislature in enacting the provisions to support California public schools as they develop their mandated comprehensive safety plans that are the result of a systematic planning process, that include strategies aimed at the prevention of, and education about, potential incidents involving crime and violence on school campuses.

The historical requirement of the Comprehensive School Safety Plan was presented in Senate Bill 187, which was approved by the Governor and chaptered in 1997. This legislation contained a sunset clause that stated that this legislation would remain in effect only until January 1, 2000. Senate Bill 334 was approved and chaptered in 1999 and perpetuated this legislation under the requirement of the initial legislation.

Comprehensive School Safety Plans are required under SB 719 & AB 115 and contains the following elements:

- Assessment of school crime committed on school campuses and at school-related functions
- Child abuse reporting procedures
- Disaster procedures
- Suspension and expulsion policies
- Procedures to notify teachers of dangerous pupils
- Discrimination and harassment policies
- School wide dress code policies
- Procedures for safe ingress and egress
- Policies enacted to maintain a safe and orderly environment
- Rules and procedures on school discipline
- Hate crime reporting procedures

The Comprehensive School Safety Plan will be reviewed and updated by March 1st every year. In July of every year, the school will report on the status of its school safety plan including a description of its key elements in the annual school accountability report card.

A copy (electronic or paper) of the Comprehensive School Safety Plan is provided yearly to the following:

- School staff
- Parents
- After-school program staff
- Oxnard Police Department
- Oxnard Fire Department
- Early Childhood Education staff
- Volunteer Coaches

A copy of the Comprehensive School Safety Plan is available for review online at [www.oxnardsd.org](http://www.oxnardsd.org) or in the Thurgood Marshall K-8 School's office.

### **COVID-19 PANDEMIC INFORMATION FOR 2023 – 2024 SCHOOL YEAR**

*For the most up-to-date information concerning our COVID-19 protocols, feel free to visit the following websites:*

Oxnard School District @ [www.oxnardsd.org](http://www.oxnardsd.org)

Ventura County Department of Public Health @ [www.vhca.org](http://www.vhca.org)  
Center for Disease Control and Prevention @ [www.cdc.gov](http://www.cdc.gov)

### **Safety Plan Vision**

At Thurgood Marshall School, school safety is of the utmost priority. We work collaboratively with the Marshall community and its partners to ensure safety for our school community. As part of our safety practices, we conduct regular emergency drills and hold Student Expectations Assemblies. Our Safety Committee, School Site Council, Leadership and entire staff commit to work together in partnership to monitor safe conditions.

We believe all stakeholders deserve a physically, emotionally, and mentally safe, secure, and positive learning environment through a caring, supportive staff, engaging curriculum, and training in order to accomplish the goals of high academic achievement and civic responsibilities.

## **Components of the Comprehensive School Safety Plan (EC 32281)**

### **Thurgood Marshall K-8 School Safety Committee**

Chantal Anderson Witherspoon-Principal  
Angie Arias, School Counselor  
Police Department Representative  
Erika Dowd, Special Education Teacher  
Kerry Roman, Teacher  
Maritza Perez-Gutierrez, Classified/School Site Council Representative  
Alex Salazar, Classified Staff  
Scott Brewer, Emergency Manager for Oxnard

### **Assessment of School Safety**

The Safety Committee reviewed and discussed safety procedures to be followed by our students and staff. Regular monthly drills prepare our staff and students to follow emergency routines. The district provided Thurgood Marshall with a large bin where we have placed and organized all of our emergency supplies. Each classroom has an emergency backpack that has supplies for them to be used in case of emergencies. Backpacks and emergency buckets are inventoried every year to ensure that each classroom has the correct materials.

Office referrals and suspension data are reviewed regularly with staff and the school community including School Site Council. Information about attendance rates as well as juvenile crime data and property damage are also reviewed. Information from the Panorama Survey is shared with staff and presented to the PBIS committee in order to make improvements with safety and behavior on campus.

When allowed to be on campus, all parents that are on campus must have a visitor pass to identify all persons on campus.

### **Assessment of School Safety**

- Risk Management from DO conducts a safety inspection of the campus each year. A report is submitted and necessary changes are made.
- The Lead custodian and the principal conduct a monthly safety inspection and submit a report to the DO.
- Any safety issues are reported by staff to the administration and the issues are handled by the lead custodian or through work orders to the district office.
- The Safety Committee review and discuss procedures to be followed by staff and students during emergencies.

### **Strategies and Programs to Provide and Maintain a High Level of Safety (EC 32281(a)1, items A-J)**

The following strategies and programs are consistent with California educational code 32281 and reflect the school's commitment to safety within the following areas:

#### **(A) Child Abuse Reporting Procedures (EC 35294.2 [a] [2]; PC 11166)**

##### GENERAL

As stated in the Board Policy (BP 5141.4), "District employees shall report known or suspected incidence of child abuse in accordance with district regulations and state law. Employees shall fully cooperate with the child protective agencies responsible for reporting, investigating and prosecuting cases of child abuse."

When an employee suspects child abuse, the employee shall immediately meet and discuss the situation with a school counselor or an administrator. Information will be noted (name of person making report, name of child, present location of child, nature and extent of injury, and all other pertinent information.) At that time the counselor or administrator will assist the employee in making a call to Children and Family Services (654-3200) or the local Police Department (Oxnard 385-7600, Sheriff's Dept. 654-2311). The counselor or administrator will make note of time, date and name of official contacted. The employee will then complete and mail

the required written report to the local Children and Family services agency. The counselor or assistant principal will notify the principal.

Employees (mandated reporters) have absolute immunity and are not liable for filing a required report. If a mandated reporter does not wish to disclose his/her identity to a district administrator, he/she shall at least provide or mail a copy of the written report to the district without his/her signature or name after making the required call to Children and Family Services or appropriate law enforcement agency. Mandated reports of sexual activity must be reported to either the Department of Children and Family Services (DCFS) or to the appropriate police jurisdiction. This information will then be cross-reported to the other legal agency.

School manager either mails or faxes over the completed abuse form to CFS within 36 hours of the report. School office manager gives a copy to principal and to the Oxnard School District Superintendent.

### SEXUAL ACTIVITY

Child abuse laws change from time to time. Should you suspect that a student is engaged in unlawful sexual activity, please consult with the school social worker and campus officer to determine if particular provisions under this section are current and in effect.

- a. Involuntary sexual activity is always reportable.
- b. Incest, even if voluntary, is always reportable. Incest is a marriage or act of intercourse between parents and children; ancestors and descendants of every degree; brothers and sisters of half and whole blood and uncles and nieces or aunts and nephews. (Family Code §2200).
- c. Voluntary Sexual Activity may or may not be reportable. Even if the behavior is voluntary, there are circumstances where the behavior is abusive, either by Penal Code definition or because of an exploitative relationship, then this behavior must be reported. If there is reasonable suspicion of sexual abuse prior to the consensual activity, the abuse must be reported.

Reportable Sexual Activity if a Child is 14 Years of Age and:

- a. Partner is younger than 14 years old, but there is a disparity in chronological or maturational age or indications of intimidation, coercion or bribery or other indications of an exploitative relationship.
- b. Partner is 14 years or older lewd & lascivious acts committed by a partner of any age partner is alleged spouse and over 14 years of age.

Reportable Sexual Activity if the Child is 14 or 15 years and:

- a. There is unlawful sexual intercourse with a partner older than 14 but less than 21 years of age and there is no indication of abuse or evidence of an exploitative relationship. There is unlawful sexual intercourse with a partner older than 21 years
- b. There is lewd and lascivious acts committed by a partner more than 10 years older than the child is.
- c. The partner is the alleged spouse and over 21 years of age

Reportable Sexual Activity if the Child is 16 or 17 years and:

- a. The partner is less than 14 years of age
- b. There is unlawful sexual intercourse with a partner older than 14 and there is evidence of an exploitative relationship
- c. The partner is the alleged spouse and there is evidence of an exploitative relationship

Reportable Sexual Activity if the Child is under 18 years:

- a. Sodomy, oral copulation, penetration of a genital or anal opening by a foreign object, even if consensual, with a partner of any age.

Not Reportable Sexual Activity:

- a. Child is 14 years or younger and partner is younger than 14 years and of similar age or maturational age. Sexual behavior is voluntary and consensual. There are no indications of intimidation, coercion, bribery, or other indications of an exploitative relationship.
- b. Unlawful sexual intercourse of a child 14 to 15-years old with a partner older than 14 and less than 21 years of age and there is no indication of abuse or evidence of an exploitative relationship.
- c. Unlawful sexual intercourse with a child 16 or 17 years with a partner older than 14 and there is no indication of an exploitative relationship.

Mandated reports of sexual activity must be reported to either the Department of Children and Family Services (DCFS) or to the appropriate police jurisdiction. This information will then be cross-reported to the other legal agency.

### STAFF TRAINING



All Oxnard School District staff who work with students are trained annually in regard to child abuse. New employees are trained upon being hired. Employees receive training on their legal obligation under law regarding mandated reporting. Employees also receive training to recognize signs and symptoms of child abuse.

## **(B) Disaster Procedures (EC 35295-35297; GC 8607 and 3100)**

### GENERAL

This Plan addresses the Oxnard School District's responsibilities in emergencies associated with natural disaster, human-caused emergencies and technological incidents. It provides a framework for coordination of response and recovery efforts within the District in coordination and with local, State, and Federal agencies. The Plan establishes an emergency organization to direct and control operations at all sites during a period of emergency by assigning responsibilities to specific personnel. This Plan:

- Conforms to the Federally mandated National Incident Management System (NIMS), State mandated Standardized Emergency Management System (SEMS) and effectively restructures emergency response at all levels in compliance with the Incident Command System (ICS).
- Establishes response policies and procedures, providing Oxnard School District clear guidance for planning purposes.
- Describes and details procedural steps necessary to protect lives and property.
- Outlines coordination requirements.
- Provides a basis for unified training and response exercises to ensure compliance.

### OBJECTIVES

- Protect the safety and welfare of students, employees and staff.
- Provide for a safe and coordinated response to emergencies.
- Protect the District's facilities and properties.
- Enable the District to restore normal conditions with minimal confusion in the shortest time possible.
- Provide for interface and coordination between sites and the District Emergency Operations Center (EOC).
- Provide for interface and coordination between sites and the County or city EOC in which they reside.
- Provide for the orderly conversion of pre-designated District sites to American Red Cross shelters, when necessary.

Schools are required by both federal statute and state regulation to be available for shelters following a disaster. The American Red Cross (ARC) has access to schools in damaged areas to set up their mass care facilities, and local governments have a right to use schools for the same purposes. This requires close cooperation between school officials and ARC or local government Representatives, and should be planned and arranged for in advance.

In an Emergency Building Evacuation, all employees will:

- Upon emergency alert, secure work area and depart/report to assigned area.
- Perform duties as pre-assigned by the Principal in cooperation with emergency services personnel.
- DO NOT re-enter the building without permission or request of emergency service authorities.
- Remain in the general assembly areas and calm students if not assigned another duty.
- When signaled to re-enter safe areas of the school, quickly do so.
- Upon safe re-entry, report anything amiss to the Operations Chief.

In an Emergency Building Evacuation, teachers will also:

- Upon alert, assemble students for evacuation using designated routes and account for all students.
- Secure room.
- If possible, leave a note on the door advising where the class evacuated to if other than the standard assembly area.
- Upon arrival at the assembly area, account for all students.
- Secure medical treatment for injured students.
- Report any students missing or left behind because of serious injuries.
- Stay with and calm students.
- If signaled to re-enter school, assure students do so quickly and calmly.
- Account for all students.
- Check room and report anything amiss to the Team Leader and/or Operations Chief.
- Debrief students to calm fears about the evacuation.

In an Emergency Campus Evacuation:

If it is necessary to evacuate the entire campus to another school or relief center, the Principal will:

- Notify the Superintendent of the Campus Evacuation.
- Cooperate with emergency authorities in enlisting students/staff with cars to help transport evacuees.
- Direct the evacuation, assure all students/staff are accounted for as they depart and arrive.

Dismissal of students from the school shall be governed by the emergency procedures outlined in this procedure guide and consistent with the Initial Response System. However, this policy does not preclude the exercise of professional judgment by an administrator when the circumstances of the situation indicate dismissal to be in the best interest of the student.

- Each teacher MUST KEEP THE REGISTER OR ENROLLMENT SHEET OF PUPILS READILY AVAILABLE AT ALL TIMES. The teacher will remain with students until directed otherwise.
- In the absence of orders from the superintendent, each school principal is authorized and directed to implement plans as described herein or take such other action as may be necessary to save lives and mitigate the effects of disasters.
- During an emergency period or condition created by disaster, occurrence students may only be released to parent, guardian or other adult specified on the Emergency Data Card. THERE SHALL BE NO EXCEPTIONS TO THIS POLICY.

Emergency Announcements will be provided on the following radio stations:

AM Radio Stations:

KTNQ-AM 1020 "Univision America" Spanish  
KNX-AM 1070 "KNX 1070 Newsradio"  
KUNX-AM 1400 "La Super X" Spanish  
KKZZ-AM 1520 "La Voz" Spanish  
KVTA- AM 1590 "Ventura's Talk Authority"

FM Radio Stations:

KCRU-FM 89.1 "Public Radio for Southern California"  
KIND-FM 94.1 "Radio Indigena 94.1" Spanish / Mixteco  
KXLM-FM 102.9 "Radio Lazer 102.9 FM" Spanish

#### CALIFORNIA EMERGENCY SERVICES ACT (CHAPTER 7, DIVISION 1, TITLE 2, CALIFORNIA GOVERNMENT CODE)

The Act provides the basic authorities for conducting emergency operations following a proclamation of Local Emergency, State of Emergency, or State of War Emergency by the Governor and/or appropriate local authorities, consistent with the provisions of this Act.

#### CALIFORNIA GOVERNMENT CODE, SECTION 3100, TITLE 1, DIVISION 4, CHAPTER 4.

States that public employees are disaster service workers, subject to such disaster service activities as may be assigned to them by their superiors or by law. The term "public employees" includes all persons employed by the state or any county, city, city and county, state agency or public district, excluding aliens legally employed.

The law applies to public school employees in the following cases:

- When a local emergency is proclaimed.
- When a state of emergency is proclaimed.
- When a federal disaster declaration is made.

The law has two ramifications for School District employees:

1. It is likely that public school employees are pressed into service as Disaster Service Workers by their superiors, and may be asked to do jobs other than their usual duties for periods exceeding their normal working hours.
2. When pressed into disaster service, employees' Workers' Compensation Coverage becomes the responsibility of state government (OES), but their overtime pay is paid by the school. These circumstances apply only when a local or state emergency is declared. States that (the Governor's Office of Emergency Services has stated) inadequately trained school staff render school officials potentially liable for acts committed or omitted by school staff acting within the scope of their training during or after a disaster. (Sub Sections 835-840.6). It requires that school districts be prepared to respond to emergencies using SEMS. (Section 8607, the Petris Bill).

#### CALIFORNIA CIVIL CODE, CHAPTER 9, SECTION 1799.102

It provides for "Good Samaritan Liability" for those providing emergency care at the scene of an emergency. ("No person, who, in good faith and not for compensation, renders emergency care at the scene of an emergency, shall be liable for any civil damages resulting from any act or omission. The scene of an emergency shall not include emergency departments and other places where medical care is usually offered.")

#### PUBLIC AGENCY USE OF SCHOOL BUILDINGS FOR EMERGENCY SHELTERS

Procedures are in place to allow a public agency, including the American Red Cross, to use school buildings, grounds, and equipment for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare. The district or county office shall cooperate with the public agency in furnishing and maintaining the services as the district or county office may deem necessary to meet the needs of the community.

#### AFTER SCHOOL PROGRAM

The after-school program staff is trained annually in regard to disaster response. The District maintains a full-time After School Program Manager, who oversees safety training and disaster preparedness for the program. The After School Program Manager ensures that the following safety components are addressed within the after-school program environment:

- Elements of a safe and orderly environment
- Emergency evacuation procedures
- Student release procedures
- Incident Command Team responsibilities
- Child abuse reporting
- Rules, expectations and consequences
- Non-discrimination and harassment reporting

#### TRAINING

All staff are trained annually in regard to disaster procedures within the Comprehensive School Safety Plan and the District's Emergency Operations Plan. The school conducts monthly safety drills for fire and earthquake. The school also conducts a lockdown security drill at a minimum of once yearly within the first month of school under the direction of the School Resource Officer.

*FOR DISASTER PLAN PROTOCOLS AND PROCEDURES (SEE APPENDICES).*

### **(C) School Suspension, Expulsion and Mandatory Expulsion Guidelines**

The Oxnard School District Governing Board has established policies and standards of behavior in order to promote learning and protect the safety and well-being of all students. When these policies and standards are violated, it may be necessary to suspend or expel a student from regular classroom instruction.

Except where suspension for a first offense is warranted in accordance with law, suspension shall be imposed only when other means of correction fail to bring about proper conduct. (Education Code 48900.5)

Expulsion is an action taken by the Board for severe or prolonged breaches of discipline by a student. Except for single acts of a grave nature, expulsion is used only when there is a history of misconduct, when other forms of discipline, including suspension, have failed to bring about proper conduct, or when the student's presence causes a continuing danger to himself/herself or others. (Education Code 48915)

The grounds for suspension and expulsion and the procedures for considering, recommending and/or implementing suspension and expulsion shall be specified in administrative regulation.

Suspended or expelled students shall be excluded from all school-related extracurricular activities during the suspension or expulsion.

#### STUDENT DUE PROCESS

The board shall provide for the fair and equitable treatment of students facing suspension and expulsion by affording them their due process rights under the law. The Superintendent or designee shall comply with procedures for notices and appeals as specified in administrative regulation and law. (Education Code 48911, 48915, 48915.5)

#### ALTERNATIVES TO SUSPENSION / OPTIONS

All schools within the Oxnard School District may establish a suspension program, which involves progressive discipline during the school day on campus, conferences, detention, student study team, referral to support services staff and/or other resources including District.

#### REQUIRED PARENTAL ATTENDANCE

The teacher of the class from which the student was suspended may require the parent/caregiver to attend a portion of a school day in the classroom in coordination with the principal and in accordance with all related policies/regulations for implementing this school suspension option.

#### DEFINITIONS

Suspension from school means removal of a student from ongoing instruction for adjustment purposes.

Expulsion means removal of a student from the immediate supervision and control, or the general supervision of school personnel.

#### NOTICE OF REGULATIONS

At the beginning of each school year, the principal of each school shall ensure that all students and parents/guardians are notified in writing of all school rules related to discipline, suspension and expulsion. Transfer students and their parents/guardians shall be notified at the time of enrollment. (Education Code 35291.5, 48900.1, 48980)

Notification shall include information about the availability of individual school rules and all district policies and regulations pertaining to student discipline. (Education Code 35291)

#### GROUNDINGS FOR SUSPENSION AND EXPULSION

Students may be subject to suspension or expulsion for committing any of the acts listed below:

- a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person; or  
(2) Willfully used force or violence upon the person of another, except in self-defense.
- b) Possessed, sold, or furnished any firearm, knife, dangerous object or explosive.
- c) Possessed, sold, furnished, or been under the influence of any controlled substance, alcoholic beverage or intoxicant of any kind.
- d) Offered, arranged, or negotiated to sell any controlled substance, alcoholic beverage or intoxicant of any kind, and then either sold, delivered or otherwise furnished anything in lieu of it and represented the replacement as a controlled substance, alcohol, intoxicant, or representation of items thereof..
- e) Committed or attempted to commit robbery or extortion.
- f) Caused or attempted to cause damage to school property or private property.
- g) Stole or attempted to steal school property or private property.
- h) Possessed or used tobacco, or tobacco products.
- i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- j) Offered, possessed, arranged or negotiated to sell any drug paraphernalia.
- l) Knowingly received stolen school property or private property.
- m) Possessed an imitation firearm.
- n) Committed or attempted to commit a sexual assault, or committed a sexual battery, as defined in the Penal Code.
- o) Harassed, threatened or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding.
- p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- q) Engaged in, or attempted to engage in, hazing as defined in Section 245.6 of the Penal Code.
- r) Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:
  - (1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:
    - (A) Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property.
    - (B) Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health.
    - (C) Causing a reasonable pupil to experience substantial interference with his or her academic performance.
    - (D) Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school.

(2) (A) "Electronic act" means the transmission, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication.

(i) A message, text, sound, or image.

(ii) A post on a social network Internet Web site including, but not limited to:

- (I) Posting to or creating a burn page. "Burn page" means an Internet Web site created for the purpose of having one or more of the effects listed in paragraph (1).
- (II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.
- (III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.

(B) Notwithstanding paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.

(3) "Reasonable pupil" means a pupil, including, but not limited to, an exceptional needs pupil, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with his or her exceptional needs

s) Aided or abetted the infliction or attempted infliction of physical injury.

E.C. 48900.5 Pupil's presence causes a danger to persons or property or threatens to disrupt the instructional process.

E.C. 48900.7 Pupil has made terrorist threats against school officials or school property, or both.

The following three (3) violations apply to pupils in grades 4 through 12:

E.C. 48900.2 Committed sexual harassment as defined in section 212.5 of the California Education Code.

E.C. 48900.3 Caused, attempted to cause, threatened to cause, or participated in an act of hate violence.

E.C. 48900.4 Engaged in harassment, threats, or intimidation against school district personnel or pupils

#### MANDATORY RECOMMENDATION FOR EXPULSION

The principal, Superintendent or designee shall recommend that the Board expel any student found at school or at a school activity to be in violation of Education Code 48915(a)(1), unless the principal determines that alternative means of correction would address the conduct.

(a)(1)(A) Causing serious physical injury to another person, except in self-defense.

(a)(1)(B) Possession of a knife, or other dangerous object of no reasonable use to the pupil.

(a)(1)(C) Unlawful possession of any controlled substance, (except for the first offense of not more than one ounce of marijuana).

(a)(1)(D) Robbery or extortion.

(a)(1)(E) Assault or battery upon any school employee.

#### MANDATORY RECOMMENDATION AND MANDATORY EXPULSION

The principal, Superintendent or designee shall recommend that the Board expel any student found at school or at a school activity to be in violation of Education Code 48915(c). Upon finding that the student committed any of these acts, the Board shall expel the student.

1. Possessing, as verified by a district employee, or selling or otherwise furnishing a firearm, unless the student had obtained prior written permission to possess the item from a certificated school employee with the principal or designee's concurrence. (Education Code 48915 (c) (5))

2. Brandishing a knife as defined in Education Code 48915(g) at another person.

3. Unlawfully selling a controlled substance listed in Health and Safety Code 11053 – 11058.

4. Committing or attempting to commit a sexual assault.

5. Possession of an explosive.

#### NOTIFICATIONS TO LAW ENFORCEMENT AUTHORITIES

Prior to the suspension or expulsion of any student, the principal or designee shall notify appropriate city or county law enforcement authorities of any student acts of assault which may have violated Penal Code 245. (Education Code 48902)

The principal or designee also shall notify appropriate city or county law enforcement authorities of any student acts, which may involve the possession or sale of narcotics or of a controlled substance, or possession of weapons or firearms in violation of Penal Code 626.9 and 626.10. (Education Code 48902)

Within one school day after a student’s suspension or expulsion, the principal or designee shall notify appropriate city or county law enforcement authorities, by telephone or other appropriate means, of any student acts which may violate Education Code 48900(c) or (d), relating to the possession, use, offering or sale of controlled substances, alcohol or intoxicants of any kind. (Education Code 48902)

#### **PRINCIPAL’S DISCRETION IN RECOMMENDING EXPULSION**

Discretion: Ability to make responsible decisions using individual choice or judgment. The school principal, in most all-disciplinary incidents, has “latitude of choice within certain legal bounds.” When serious violation of school rules occurs, it is wise to consult with the district office before rendering a decision. Responsible decisions take into account the totality of circumstances, including the welfare of the child, the safety of others, appropriateness of consequences and predicted future behavior.

#### **BULLYING**

##### **CALIFORNIA STATE LAW REGARDING BULLYING**

Right to Safe Schools. All students and staff of public primary, elementary, junior high, senior high schools, and community colleges, colleges, and universities have the inalienable right to attend campuses which are safe, secure and peaceful.

##### **AB 9 – Seth’s Law**

Requires schools to establish policies to prevent bullying and to address and be responsive to complaints about bullying.

- Requires school districts to include in its non-discrimination policy a detailed list where discrimination, harassment, intimidation, and bullying are prohibited under existing law—actual or perceived sexual orientation, gender, gender identity expression, race or ethnicity, nationality, religion, disability, or association with a person or group with one or more of these actual or perceived characteristics.
- Requires each school districts non-discrimination policy to describe the district’s procedure for addressing discrimination and harassment complaints; and be publicized in places for student and parental access.
- School districts are to strengthen professional development curricula for teachers, school counselors, and administrators with instruction on identifying and stopping discrimination and harassment and creating a school-wide culture of inclusion and respect for differences.

##### **AB 746 - Cyber bullying.**

Existing law, the Interagency School Safety Demonstration Act of 1985, defines bullying as one or more acts of sexual harassment, hate violence, or intentional harassment, threats, or intimidation, directed against school district personnel or pupils, committed by a pupil or group of pupils. Under existing law, bullying, including bullying committed by means of an electronic act, as defined, is a ground on which suspension or expulsion may be based. This bill would specify that an electronic act for purposes of the act includes a post on a social network Internet Web site.

##### **AB 1156 – Bullying In Schools**

Redefines California anti-bullying law by expanding the definition of bullying and linking it to academic achievement. It will also strengthen policies and procedures to reduce bullying in schools and keep students safe.

- Requires training of school site personnel in the prevention of bullying
- Links bullying to academic achievement
- Gives victims of bullying priority for school transfer, if requested
- Encourages school districts and county offices of education to include policies and procedures on the prevention of bullying in the school safety plan

##### **OXNARD SCHOOL DISTRICT BOARD POLICY 5131.2**

##### **Bullying**

The Board of Trustees recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student.

No student or group of students shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, cyberbully, cause bodily injury to, or commit hate violence against any other student or school personnel.

Cyberbullying includes the transmission of harassing communications, direct threats, or other harmful texts, sounds, or images on the Internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.

Strategies for bullying prevention and intervention shall be developed with involvement of key stakeholders in accordance with law, Board policy, and administrative regulation governing the development of comprehensive safety plans and shall be incorporated into such plans.

#### Bullying Prevention

To the extent possible, district and school strategies shall focus on prevention of bullying by establishing clear rules for student conduct and strategies to establish a positive, collaborative school climate. Students shall be informed, through student handbooks and other appropriate means, of district and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for perpetrators of bullying.

The district may provide students with instruction, in the classroom or other educational settings, that promotes effective communication and conflict resolution skills, social skills, character/values education, respect for cultural and individual differences, self-esteem development, assertiveness skills, and appropriate online behavior.

School staff shall receive related professional development, including information about early warning signs of harassing/intimidating behaviors and effective prevention and intervention strategies.

Based on an assessment of bullying incidents at school, the Superintendent or designee may increase supervision and security in areas where bullying most often occurs, such as classrooms, playgrounds, hallways, restrooms, and cafeterias.

#### Intervention

Students are encouraged to notify school staff when they are being bullied or suspect that another student is being victimized. In addition, the Superintendent or designee shall develop means for students to report threats or incidents confidentially and anonymously.

School staff who witness bullying shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)

When appropriate, the Superintendent or designee shall notify the parents/guardians of victims and perpetrators. He/she also may involve school counselors, mental health counselors, and/or law enforcement.

#### Complaints Procedures

The Board hereby designates the following position to handle complaints regarding bullying and inquiries regarding the district's bullying policies:

Assistant Superintendent, Human Resources and Support Services

1051 South A Street

Oxnard, CA 93030

(805) 385-1501 ext. 2050

Any student who feels that he/she has been subjected to bullying should immediately contact the Coordinator, the principal, or any other staff member. Any student or school employee who observes an incident of bullying should report the incident to the Coordinator or principal, whether or not the victim files a complaint.

Upon receiving a complaint of bullying, the Coordinator shall immediately investigate the complaint in accordance with site-level complaint procedures specified in AR 1312.3- Uniform Complaint Procedures.

The Superintendent or designee shall ensure that the student handbook clearly describes the district's bullying policy, procedures for filing a complaint regarding bullying, and the resources that are available to students who feel that they have been the victim of bullying. The district's policy may also be posted on the district website or any other location that is easily accessible to students.

When a student is reported to be engaging in bullying off campus, the Assistant Superintendent or designee shall investigate and document the activity and shall identify specific facts or circumstances that explain the impact or potential impact on school activity, school attendance, or the targeted student's educational performance.

When the circumstances involve cyberbullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages that they feel constitute cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated.

When a student uses a social networking site or service to bully or harass another student, the Assistant Superintendent or designee shall file a request with the networking site or service to suspend the privileges of the student and to have the material removed.

#### Discipline

Any student who engages in bullying on school premises, or off campus in a manner that causes or is likely to cause a substantial disruption of a school activity or school attendance, shall be subject to discipline, which may include suspension or expulsion, in accordance with district policies and regulations. Alternative means of correction will be considered where appropriate, as required by Education Code section 48900.5

#### **(D) Procedures to Notify Teachers of Dangerous Pupils (EC 49079)**

Reports are printed and made available for all teachers to review regarding students with prior suspensions. Cumulative files are also accessible for all teachers to review for the students on their class rosters.

Oxnard School District will dutifully notify teachers of students who are identified as dangerous in accordance with California Education Code 49079.

- (a) A school district shall inform the teacher of each pupil who has engaged in, or is reasonably suspected to have engaged in, any of the acts described in any of the subdivisions, except subdivision (h), of Section 48900 or in Section 48900.2, 48900.3, 48900.4, or 48900.7 or Section 48915 that the pupil engaged in, or is reasonably suspected to have engaged in, those acts. The district shall provide the information to the teacher based upon any records that the district maintains in its ordinary course of business, or receives from a law enforcement agency, regarding a pupil described in this section.
- (b) A school district, or school district officer or employee, is not civilly or criminally liable for providing information under this section unless it is proven that the information was false and that the district or district officer or employee knew or should have known that the information was false, or the information was provided with a reckless disregard for its truth or falsity.
- (c) An officer or employee of a school district who knowingly fails to provide information about a pupil who has engaged in, or who is reasonably suspected to have engaged in, the acts referred to in subdivision a is guilty of a misdemeanor, which is punishable by confinement in the county jail for a period not to exceed six months, or by a fine not to exceed one thousand dollars (\$1,000), or both.
- (d) For the 1994-95 school year, the information provided shall be from the previous two school years. For the 1996-97 school year and each school year thereafter, the information provided shall be from the previous three school years.
- (e) Any information received by a teacher pursuant to this section shall be received in confidence for the limited purpose for which it was provided and shall not be further disseminated by the teacher.

#### **(E) Sexual Harassment Policies (EC 212.6 [b])**

Rules and expectations regarding harassment and sexual harassment are reviewed at Student Assemblies for Gr. 4-8. Mandated training is completed by all classified and certificated employees annually.

Sexual harassment of any student by any employee, student or other person at school or at any school-related activity is prohibited. The principal and school staff will ensure that students receive age appropriate information related to sexual harassment. Students must be assured that they need not endure any form of sexual conduct or communication, including harassment because of sexual



orientation. They must further be assured that they need not endure, for any reason, any harassment that impairs their educational environment or emotional well-being at school. They must be informed that they should immediately contact the principal or a trusted staff member if they feel they are being harassed.

School Suspension & Expulsion/Due Process: Any student who engages in the sexual harassment of anyone at school or a school-related activity shall be subject to disciplinary action up to and including expulsion for all the schools of the Oxnard School District.

Failure to Report: Any employee who engages in, permits or fails to report sexual harassment shall be subject to disciplinary action up to and including dismissal. In addition, criminal or civil charges may be brought against the alleged harasser; sexual harassment also may be considered a violation of laws relating to child abuse.

School Reporting Procedure: Staff must immediately report complaints of sexual harassment to the principal or to the Assistant Superintendent of Human Resources at (805) 486-3408. Staff shall similarly report any such incidents they may observe, even if the harassed student has not complained.

District Complaint Procedure: If a situation involving sexual harassment is not promptly investigated and remedied by the principal or designee, a complaint of harassment may be filed in accordance with the district's uniform complaint procedures or procedures for complaints concerning district employees. The Superintendent or Assistant Superintendent, Human Resources, shall determine which procedure is appropriate.

Prohibition Against Retaliatory Behavior: The Oxnard School District prohibits retaliatory behavior against any complainant or any participant in the complaint process. Information related to a complaint of sexual harassment shall be confidential to the extent possible, and individuals involved in the investigation of such a complaint shall not discuss related information outside the investigation process.

#### **(F) School-wide Dress Code Relating to Gang-Related Apparel (EC 35183)**

Gang related apparel is defined as apparel that reasonably can be determined to threaten the health and safety of the school environment if it were worn or displayed on a school campus

California Education Code Title V, Section 302: A pupil who goes to school without proper attention having been given to personal cleanliness or neatness of dress, may be sent home to be properly prepared for school, or shall be required to prepare himself for the schoolroom before entering.

The purpose of the dress standard shall be to ensure a safe and secure environment in which to offer a quality education. All students at Thurgood Marshall will be held to the Thurgood Marshall dress code policy. The Thurgood Marshall dress code policy is also aligned to the Oxnard School District dress code policy. Students who violate the dress code policy will be requested to fix inappropriate clothing by changing into appropriate clothing. Students can call parents or guardians to bring appropriate clothing to school and change. This allows students to adhere to the school's dress code policy.

The school dress codes are regularly reviewed by the School Site Council and/or the School Safety Committee following the Oxnard School Board education policies.

- All clothing shall be neat, clean, and acceptable appearance and shall be worn within the bounds of decency as appropriate for school.
- Students may not wear clothing or hairstyles that will be disruptive to the educational process.
- Attire that expresses racial, ethnic, sexual, or religious disrespect is not allowed at Thurgood Marshall.
- Displays or promotion of alcohol, tobacco, or drugs are also unacceptable.
- Gang attire: black shorts and long white socks are not allowed.
- Spiked jewelry, safety pins, wallet chains, wheelie shoes and other items that present a safety hazard are prohibited.
- Cell phones must be turned off and in backpacks during school hours.
- Oversized clothing is inappropriate and must not create a safety hazard during physical activity. Pants must be worn, so underwear does not show.
- Shirts/blouses/tops and dresses must cover the stomach, the chest, and underwear at all times.
- Strapless, spaghetti straps(less than one inch), and low cut shirts are not allowed.
- Close-toed shoes need to worn by all students every day.
- Hats, caps, hoods, and sun visors may be worn outside for protection from the sun.

- Professional sports team attire is not allowed.

### **(G) Procedure for Safe Ingress and Egress of Pupils, Parents, and Staff to and from School (EC 35294.2)**

Thurgood Marshall continues to assess our needs in regard to Safe Ingress and Egress. We have added traffic control signs on the major crosswalks in front of our school. Bushes were removed from the parking area to create better visibility for the pick and drop off of students. Our campus supervisors/crossing guards have large-stop signs and neon vests in order to improve the safety of our students, parents, and staff while entering and exiting the parking lot on foot.

We have a closed campus meaning that no adult is allowed to go past the lobby unless they have previously signed in at the main office and received a visitor's badge. Parents who drop off or pick up their children must wait in the lobby or in front of the school.

#### School Hours

- The regular student day is from 8:30 am to 2:55 pm for students from grades 1-5. The regular school day for kindergarten students is from 8:30 am to 2:50 pm. The regular school day for middle school students in grades 6-8 is 8:15 am to 2:49 pm (with the exception of attending before or after school. Minimum Days: 12:05 pm for Kindergarten, 12:15 p.m. for Gr. 1-5, and 12:13 pm for grades 6-8. For the 2023 - 2024 school year, Wednesdays are Early Release days, and the schedule for dismissal is as follows: Grade: Kinder: 8:30am-12:45 pm, Grades 1-5 8:30 am-1:45 pm, Grades 6-8 8:15 am-1:43 p.m.
- Upon arriving at school, students are to immediately come onto campus by back gates or front doors.
- Students are not allowed to loiter outside campus gates.
- Students not participating in after-school activities are to leave campus immediately by walking or riding the bus.
- There are crossing guards at the Thurgood Marshall crosswalks at the front of the school.
- Parents dropping off students at school should be aware that there is no supervision available before 7:45 am for grades 6-8 and 8:00 am for grades TK-5.
- Students enter through the front gate upon arrival and leave through the front doors during dismissal times. Bus riders arrive and exit at the back gate during arrival and dismissal. Drop off and walkers are not to enter or exit through the back gate.

#### Closed Campus

- All gates which provide access to the classrooms and other rooms, except the main office, remain locked during regular school hours.
- Staff continuously monitors the safety of all students upon arrival and dismissal from school, including at the bus stops, and throughout the school day, following established routines and procedures.
- All visitors to the campus must check in at the office, sign in, and obtain a visitor's pass/badge.

#### Leaving Early

- Students may leave campus, prior to dismissal; if parents, guardians, or persons designated by parents/guardians (and are on the emergency card) pick up students from school.
- Persons picking up students during the day must present a valid ID, be 18 years of age, note the emergency contact information, and sign the student(s) out in the office.

#### Tardy/Late Policy

School begins at 8:15 for grades 6-8 and 8:30 for TK-5th grade

- If the student arrives after the bell, the student must check into the office prior to going into the classroom. The student will receive an excused/unexcused tardy slip then will be directed to go to the classroom.
- A truant tardy will be marked when the student arrives 30 minutes or more after the school's start time, without a valid excuse.

#### Excused Absences

- When a student is absent, the Parent or Guardian needs to notify the school through a written note or phone call to the office within 72 hours of the absence.
- Excused absences include illness, medical/dental appointments, court appearances (for students), religious observations, or death of an immediate family member.

## Truancies

The following are considered truancies:

1. Being absent from school without the knowledge and consent of the parent/guardian/school.
2. Leaving the school grounds during the day without permission.
3. Staying out of class without permission.

## **(H) A Safe and Orderly School Environment Conducive to Learning (EC 35294.2)**

### **Component:**

Positive School Climate

### **Element:**

School-wide Positive Behavior Support

### **Opportunity for Improvement:**

Work together to develop school wide understanding of Tier 1, Tier 2 and Tier 3 in terms of student behaviors

Use Office Referrals and Q to document student behaviors.

Continue Staff Training in CHAMPS.

Work towards full implementation of CHAMPS school wide.

Improve student attendance.

Objectives	Action Steps	Resources	Lead Person	Evaluation
Revise and implement a comprehensive Schoolwide Positive Behavior Support Plan	<ol style="list-style-type: none"> <li>1. Continue Staff Training in CHAMPS as basis for shared student behavior guidelines</li> <li>2. Staff Training in MTSS</li> <li>3. Survey on implementation of MTSS at Marshall</li> <li>4. PBIS Committee works towards full implementation of our school wide plan for shared student behavior guidelines.</li> <li>5. Develop a school wide positive behavior reward.</li> <li>6. Use scheduled data meetings to identify and review students who need extra support.</li> <li>7. Use Office Referrals to monitor student behavior, student need, and as a communication tool with staff</li> <li>8. Use of Marshall Wellness Center to promote positive relationship building</li> <li>9. CHAMPS Bucks for students to get positive reinforcement</li> </ol>	<p>CHAMPS for Common Areas</p> <p>In-house tools for referrals and follow up</p> <p>Office support</p> <p>Past practices and guidelines</p> <p>Use of "Safe and Civil Schools" by Randy Sprick Paw Pad</p> <p>OSD Training (i.e. STOIC)</p>	<p>Principal</p> <p>Assistant Principal</p> <p>Outreach Coordinator (ORC)</p> <p>Counselors</p> <p>Teachers</p>	<p>Office Reports</p> <p>Teacher Reports</p> <p>Student Behavior Committee</p> <p>Leadership Team</p> <p>Team Meetings</p>
Train Campus Assistants and After School Program (ASP) staff in Schoolwide Positive Support System.	<ol style="list-style-type: none"> <li>1. Hold bi-weekly meetings with Campus Assistants</li> <li>2. Refine Playground Duty Assignments</li> <li>3. Integrate CHAMPS into systems and responses</li> <li>4. CHAMPS common areas of school</li> <li>5. Review how STOIC/CHAMPS is being used in classrooms</li> </ol>	<p>District training</p> <p>Ongoing training and monitoring</p>	<p>Principal</p> <p>Assistant Principal</p> <p>Counselor</p> <p>ORC</p> <p>Campus Assistants</p> <p>Teachers</p> <p>ASP Staff</p>	<p>Discussion in meetings;</p> <p>monitoring by Principal</p>

Objectives	Action Steps	Resources	Lead Person	Evaluation
Monitor student attendance.	<ol style="list-style-type: none"> <li>1. Review monthly attendance reports.</li> <li>2. Promote positive attendance through school wide incentives.</li> <li>3. Use SARB process to meet with parents and reduce chronic absences</li> <li>4. Conduct home visits as necessary.</li> <li>5. Implement Less Than 5 Program</li> </ol>	<p>Use ADA reports</p> <p>Use SARB forms and procedures</p> <p>Student incentives</p>	Principal Assistant Principal ORC Attendance Clerk	Monthly and yearly attendance reports
Communicate student behavior plan and procedures to all stakeholders.	<ol style="list-style-type: none"> <li>1. Parent meetings to discuss positive behavior student plan and school behavior expectations.</li> <li>2. Post School Safety Plan on the web.</li> <li>3. Train staff in duties and procedures for monitoring student behavior.</li> </ol>	<p>School Safety Plan</p> <p>School wide behavior expectations</p> <p>CHAMPS guidelines</p>	Principal Assistant Principal Counselor Oxnard PD	Discussion, surveys
<p>Share results of the Panorama Survey with staff and parents.</p> <p>Use data to plan student supports in areas in need of improvement.</p>	<ol style="list-style-type: none"> <li>1. Make survey results accessible to staff and parents.</li> <li>2. Discuss trends.</li> <li>3. Allocate resources to strengthen areas of weakness.</li> <li>4. Analyze</li> </ol>	Panorama Survey	Principal Counselor Assistant Principal	Discussion, surveys Positive Student Behavior Committee review
Share with staff and parents on topics of juvenile crime, property damage data, internet safety, drug awareness and other topics related to student safety and the law.	<ol style="list-style-type: none"> <li>1. Hold parent informational meetings about drug prevention.</li> <li>2. Public Service Announcements regarding Fentanyl use.</li> </ol>	Ventura County Behavioral Health Brite	School Counselor ORC Principal Assistant Principal	Parent surveys on topics for training.

**Component:**

School's Safe Physical Environment

**Element:**

Safe School Environment

**Opportunity for Improvement:**

Follow up on work orders

Increase staff capacity to respond to an emergency

Objectives	Action Steps	Resources	Lead Person	Evaluation
<p>Ensure the facility is free from hazards. Ensure that facility is safe for occupants and for appropriate use.</p>	<ol style="list-style-type: none"> <li>1. Conduct monthly walk through to check for facility conditions.</li> <li>2. Conduct walk through in Fall with Oxnard PD to check for safety.</li> <li>3. Conduct walk through with Risk Management at beginning of school year.</li> <li>4. Submit and monitor facility work orders.</li> <li>5. Follow up on progress of work orders.</li> </ol>	<p>Checklists Work orders Follow up on work orders</p>	<p>Principal Assistant Principal Lead Custodian Office Manager</p>	<p>Walk through reports Completion of Work Orders</p>
<p>Include stakeholders in development of School Safety Plan</p>	<ol style="list-style-type: none"> <li>1. Develop and present plan with Safety Committee</li> <li>2. Report to School Site Council and receive their input and approval.</li> <li>3. Receive approval from Safety Committee</li> <li>4. Share with Leadership for input and discussion</li> <li>5. Share plan with other advisory and parent groups such as ELAC and PTA</li> </ol>	<p>Summary of plan Description of actions and procedures in an emergency</p>	<p>Principal Assistant Principal</p>	<p>Input from Discussions Input from Safety Committee Approval from School Site Council</p>
<p>Share plan monitoring with stakeholders</p>	<ol style="list-style-type: none"> <li>1. Share with Safety Committee and Leadership.</li> <li>2. Share with Staff and parent groups.</li> <li>3. Monitor and adjust plan, following suggestions of stakeholders.</li> </ol>	<p>School Safety Plan</p>	<p>Principal Assistant Principal</p>	<p>Surveys Agendas</p>

<b>Objectives</b>	<b>Action Steps</b>	<b>Resources</b>	<b>Lead Person</b>	<b>Evaluation</b>
Share approved Safety Plan with all stakeholders	<ol style="list-style-type: none"> <li>1. School website</li> <li>2. Digital copies to all staff</li> <li>3. Student behavior (discipline) guidelines disseminated to all staff</li> <li>4. Share plan with all Staff through meetings and informational handouts</li> <li>5. Specific disaster preparedness information to all staff in printed form</li> <li>6. Share approved School Safety Plan with advisory and parent groups such as ELAC and PTA</li> </ol>	<p>School Safety Plan</p> <p>Oxnard PD</p>	Principal Assistant Principal	<p>Informal and formal Surveys</p> <p>Agendas</p> <p>Review by Positive Student Behavior Committee</p> <p>Review and Monitoring by Safety Committee</p> <p>Review by Leadership</p> <p>Review by School Site Council</p>
Build staff capacity to respond to an emergency	<ol style="list-style-type: none"> <li>1. Train staff in procedures and roles.</li> <li>2. Debrief after drills.</li> <li>3. Use information from debriefing to improve our response capacity</li> <li>4. Maintain NCPI trained staff to respond to student behavior emergencies</li> </ol>	<p>School Safety Plan</p> <p>NCPI Training</p>	Principal Assistant Principal Identified Support Staff Counselor Campus Supervisors Oxnard PD	<p>Debrief after emergency drills.</p> <p>Use debriefing data to improve response.</p>
Ensure emergency operations plan is easily implemented	<ol style="list-style-type: none"> <li>1. Hold monthly disaster drills (fire) or earthquake drills</li> <li>2. Lockdown drill three times a year</li> <li>3. Disaster drill once a year</li> <li>2. Train staff and teachers on their responsibilities and stations during a disaster.</li> </ol>	<p>Safety Plan Tree</p> <p>Duty descriptions for each assignment</p> <p>Training for Emergency Procedure</p>	Principal Assistant Principal Safety Committee Oxnard PD	<p>Staff Debriefing</p> <p>Staff and Safety Committee evaluation</p> <p>Leadership</p>

**Component:**

Disaster Preparedness

**Element:**

School Safety

**Opportunity for Improvement:**

Continuous training

Increase practice of emergency preparedness routines



Objectives	Action Steps	Resources	Lead Person	Evaluation
Staff and students will know how to respond in case of an emergency. Maintain safe and secure physical plant.	<ol style="list-style-type: none"> <li>1. Keep Staff aware of procedures with reminders.</li> <li>2. Conduct monthly drills.</li> <li>3. Promote awareness of correct emergency responses through staff training.</li> <li>4. Review key procedures to protect access.</li> </ol>	Safe School Plan OSD Board Policy Ed Code	Principal Assistant Principal Oxnard PD Office Manager	Safe School Committee School Site Council Leadership Committee Principal School Resource Officer
Communicate Safety Plans to community.	<ol style="list-style-type: none"> <li>1. Disseminate safe school plan to all stakeholders via parent meetings.</li> <li>2. Review Safety at parent meetings</li> </ol>	Safe School Plan Other Community Resources from Oxnard PD, Fire Department, OSD Pupil Services	Principal Assistant Principal	Agendas of Parent Meetings Front Office Principal
Increase school wide understanding of Emergency Response	<ol style="list-style-type: none"> <li>1. Fire Department training on emergency preparedness.</li> <li>2. Assess physical needs of classrooms related to Lockdown procedures.</li> <li>3. Fire Department to do a home safety preparedness training for parents.</li> <li>4. Monthly emergency drills.</li> </ol>	Local Fire Department Checklists for window coverings Key and access procedures	Principal Assistant Principal	Safe School Committee Principal Head Custodian

Implement and monitor Emergency Procedures	<ol style="list-style-type: none"> <li>1. Parent meetings to discuss school safety plan</li> <li>2. Post School Safety Plan on web</li> <li>3. Train staff in duties and procedures</li> <li>4. Create folders for emergency response positions</li> <li>5. Include Emergency procedures with exits in SUB plans.</li> <li>6. Post Emergency exit routes near doors.</li> <li>7. Utilize magnetic door lock devices.</li> </ol>	Safe School Plan	Principal Assistant Principal	Safety Committee Staff Debriefing after Drills School Site Council Leadership Committee
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**(I) School Discipline Rules and Consequences (EC 35291 and EC 35291.5)**

**Thurgood Marshall K-8 School Student Conduct Code**



## Purpose

The School Rules and Procedures were developed and adopted in accordance with California Education Code 35291.5. This document represents the collaborative efforts of teachers, parents and other school staff and administration. These rules and procedures are intended as guidelines for enhancing the instructional climate and personal safety.

## Goals

We are working towards the full implementation of CHAMPS as a basis for positive student behavior support.

Staff is being trained.

Refreshers on training will be offered.

Support staff have been trained or will be trained.

All Staff will have a common language of CHAMPS to support positive student behavior.

Students will understand CHAMPS guidelines that will be consistent.

Students will be given ongoing training on CHAMPS.

Our goal is to develop a plan that is easy for students and staff to follow, one that can be communicated to all stakeholders.

At this time Leadership Team, Positive Behavior Support Committee, and others are working towards the implementation of CHAMPS.

Staff training in MTSS and how this applies to student behavior is ongoing.

## Guidelines for Success

Bulldogs are...

PAWSitive

Achieving

Wise

Safe

## Beliefs

We believe our rules and procedures will:

- Provide common language and understanding school-wide
- Provide a starting point for behavior and conduct expected
- Provide a framework of expectations, rewards, and consequences so we can be consistent and fair with all students
- Promote overall school safety and security for each student
- Demonstrate our agreement and commitment to developing personal responsibility
- Provide a framework that will result in positive student behavior.

## Philosophy

When systems are in place, such as those found in CHAMPS, student behavior will improve. When expectations are shared and understood, positive student behavior receives strong support. When positive student behavior is expected from all, students will respond more positively and shared guidelines will have a higher chance of being followed by all.

A student's education is dependent upon a "team" effort involving the student, parents, and school personnel. Each member of the team has specific responsibilities which must be met if the educational experience is to have the greatest positive results. Students, parents, and teachers are encouraged to maintain an ongoing dialogue about the standards for personal conduct in relation to life at school. We want to be an extraordinary place of safety and positive opportunity for each and every student. All Staff Members contribute to the good of all students.

### Expectations of Students:

- Attend school regularly and be on time for each class.
- Know and obey school rules and regulations.
- Be courteous and respectful to school personnel, fellow students, and the public in general.
- Be responsible digital citizens.
- Behave in such a way that does not disrupt the learning of others.
- Respect public and private property.

### Expectations for Parents:

- Assure that your child is in school and on time each day.
- Assure that your child is appropriately prepared for school (dress, nutrition, and sleep).
- Be responsible for the pupil's behavior.
- Be responsible for pupils' use of technology.
- Teach the pupil respect for the law and the rights of others.
- Visit your school periodically and participate in conferences as requested.
- Know the district, school, and classroom rules and regulations, and be supportive of your school.
- Help your child to develop personal responsibility.

### Expectations for Teachers:

- Provide differentiated learning experiences appropriate for each student.
- Following RtI guidelines, consistently maintain classroom rules, Internet safety, and district rules and policies.
- Implement CHAMPS within the classroom and common areas.
- Communicate on a regular basis with parents concerning their child's progress.
- Be available to parents to the conference as needed.
- Continually improve professional competencies in positive behavior support.
- Develop enthusiasm for learning through experiences that are interesting and relevant to pupils.

### Expectations for Administrators:

- Inform students and parents about the student behavior plan - CHAMPS.
- Involve all stakeholders in CHAMPS.
- Encourage and support students by promoting positive student-staff interactions throughout the school day.
- Consistently monitor classroom, school, and district rules and policies.
- Counsel with students and parents regarding disciplinary issues.
- Provide student consequences aligned to social justice philosophy.
- Provide professional development in the management of student behaviors.
- Provide leadership that will establish, encourage school-wide implementation of CHAMPS.

Monitor effectiveness of school-wide student behavior plan.

#### General School Rules:

Attend school regularly.  
Be on time.  
Be prepared for class.  
Treat others with respect, care, and consideration.  
Follow rules inside and outside the classroom.  
Conserve and protect school and private property.  
Use appropriate language.  
Follow district dress standards.  
Use class time wisely.  
Work quietly without disturbing others.  
Respect the rights of others.  
Complete all assignments on time.  
Walk on black, run on green.

#### Summary:

Students will come to school ready to learn.  
Rewards and incentives will be given regularly to students who demonstrate positive behavior.  
A supportive, safe and nurturing climate is fostered.  
Additional consequences and supports are given to students who do not follow school rules.  
CHAMPS implementation will clarify school-wide expectations.

#### GENERAL

*Education Code 44807: Every teacher in the public schools shall hold Pupils to a strict account for their conduct on the way to and from school, on the playgrounds, or during recess. A teacher, vice principal, principal, or any other certificated employee of a school district, shall not be subject to criminal prosecution or criminal penalties for the exercise, during the performance of his duties, of the same degree of physical control over a pupil that a parent would be legally privileged to exercise but which in no event shall exceed the amount of physical control reasonably necessary to maintain order, protect property, or protect the health and safety of pupils, or to maintain proper and appropriate conditions conducive to learning.*

#### CONDUCT CODE PROCEDURES

The school rules and procedures were developed and adopted in accordance with California education code 35291.5. This document represents the collaborative efforts of teachers, parents and other school staff and administration. These rules and procedures are intended as guidelines for enhancing the instructional climate and personal safety. The school uses a proactive and positive approach to management of student behavior (CHAMPS) with clear expectations and structures in place in classrooms and common areas.

#### **(J) Hate Crime Reporting Procedures and Policies**

In order to create a safe learning environment for all students, the Board of Trustees desires to protect the right of every student to be free from hate-motivated behavior and will promote harmonious relationships among students to enable them to gain a true understanding of the civil rights and social responsibilities of people in society. The district prohibits discriminatory behavior or statements that degrade an individual based on his/her actual or perceived race, ethnicity, culture, heritage, gender, sex, sexual orientation, physical/mental attributes, or religious beliefs or practices.

Any student who believes he/she is a victim of hate-motivated behavior shall immediately contact the teacher and Principal. Upon receiving such a complaint, the Principal shall immediately investigate the complaint in accordance with school-level complaint process/grievance procedures as described in AR 5145.7 - Sexual Harassment. A student who has been found to have demonstrated

hate-motivated behavior shall be subject to discipline in accordance with law, Board policy, and administrative regulation. Students are expected to respect all others while on school grounds or while participating in school activities. Any student engaging in hate-motivated behavior will be subject to the school discipline policies in accordance with the district policies and guidelines.

## **Safety Plan Review, Evaluation and Amendment Procedures**

At beginning of school year, the Safe School Plan is reviewed with staff and safety committee. Periodically, training and monitoring of the plan are scheduled. Safe School Plan is reviewed by School Site Council and Leadership Committee. Safe School Committee and School Site Council approve the Safe School Plan by February. Ongoing communication to all stakeholders keeps procedures and action steps responsive to school needs.

A Safety Committee is created every school year. The purpose of the committee is to review the Safety Plan on a continual basis and make any necessary changes and adjustments in order to ensure the safety of students and staff members. The committee meets to review and make any necessary recommendations and changes. All changes are brought to the attention of the entire staff and stakeholders at meetings. The plan is reviewed in December-January and also approved by the SSC. Changes and additions to the Safe School Plan can be made throughout the school year. If there is a need to update, or change information, based on recommendations and approval of Safety Committee or School Site Council, revisions and updates can be integrated into the plan.