



flaglerschools
Striving to be the Nation's Premier Learning Organization

FCSD Elementary Schools Discipline Matrix

2024-2025
School Year

Considerations while using this Matrix

1. The consequences and offense should match.
2. *OSS only when needed (3 Reasons)
3. In lieu of options should be considered when administering OSS.
4. Suspensions can be reduced from the Matrix suggestions with the use of an intervention, i.e. Civil Citations, CINS Referral, Mental Health Referrals, Paired to Mentor, etc. If doing reductions of suspension please keep to the normal reduction rates.
5. Any student having level 3 or level 4 infractions can be brought before the school's student services team. The expressed purpose of the team is to provide interventions and support (MTSS) to help students be successful on campus. In the event that students are not complying with the school's recommendations, they will be subject to the District's Multidisciplinary Team.
6. Each administrator/dean can use their discretion to ask for a safety assessment. In the event that you want a safety assessment, please have your guidance counselor complete the initial screening.
7. A manifestation will be required for any student who has reached 3 days of OSS or 3 incidents of OSS. Each new incident will require the IEP team to reconvene.

The matrix is our working document and it works best when we all consistently use it and provide feedback on its effectiveness. There are times when an administrator may need to give an alternative consequence that isn't listed. The discipline matrix sets forth the guidelines for assessing violations of Flagler County School Board and school campus policies. School administrators have the discretion to deviate from these guidelines by assessing an appropriate consequence other than the one stated in the Matrix if they determine that there are mitigating or aggravating circumstances.

***OSS is reserved for 3 reasons: Time and Space, Safety and Security, and Investigation. No student should be assigned excessive OSS without District Office notification. When applicable, students should be allowed to utilize In Lieu of Suspension options.**

If at any moment you have questions or suggestions, please don't hesitate to give me a call.

Educationally,

Doug Glasco

Doug Glasco
Coordinator of Student Supports and Behavior
Flagler County Schools

Level 1 Offenses/Infractions

Code	Description	1st Consequence	2nd Consequence	3rd Consequence	4th Consequence	Subsequent Consequences
UBL (SESIR)	Bullying - Unsubstantiated	CO, PC, RC, MP, PA, BC, MTS, SC	→	→	→	→
CV1	Computer Mischief (Minor)	CO, WI	CO, PC, IS1	CO, PC, HD	CO, PC, IS	→
DT1	Disruption - (Level 1)	CO, WI, PC	CO, PC, IS1	CO, PC, IS2	IS4	IS
DC	Dress Code Violation	WI, PC	CO, PC, IS1	CO, PC, HD	CO, PC, IS	→
ED	Electronic Device	PC, CO, WI	CO, PC, PP	CO, PC, HD, CICO	CO, PC, IS, CICO	→
FT	Failure to Return Daily Use Computer	CO, WI, PC	CO, PC HD,	CO, PC, IS	→	→
UHR (SESIR)	Harassment - Unsubstantiated	CO, PC, RC, MP, PA, BC, MTS, SC	→	→	→	→
IL	Inappropriate Location	CO, WI, PC	CO, PC, IS1	CO, PC, IS2	CO, PC, HD	→
MC1	Misconduct - (Level 1)	CO, WI, PC	CO, PC, IS1	CO, PC, IS2	CO, PC, HD	→
AA	No-Show Academic Assistance	PC, WI	PC, DE	PC, CO, DE	→	→
PB4	PBS Step 4	PC, IS1, DE	PC, IS2, DE	→	→	→
TA	TARDY	WI, PC until (5), DE	PC, DE	PC, DE or SS	→	→

Level 2 Offenses/Infractions

Code	Description	1st Consequence	2nd Consequence	3rd Consequence	4th Consequence	Subsequent Consequences
CT	Academic Dishonesty	WI, PC, Q6 (0 on assignment.)	PC, OS, Q6 (0 on assignment.)	→	→	→
CS	Chemical Spray Misuse	CO, PC, IS1	CO, PC, IS2	CO, PC, IS	CO, PC, OS	→
CV2	Computer Mischief (Level 2)	PC, CP	PC, OS	PC, OS	→	→
DR	Disrespect	CO, PC, IS1	CO, PC, IS2	CO, PC, IS	CO, PC, OS, MTS	CO, PC, OS
DT2	Disruption - (Level 2)	CO, PC, IS1	CO, PC, IS2	CO, PC, IS	CO, PC, IS, MTS	CO, PC, OS
DTS	Disruption for Substitute	CO, PC, IS1	CO, PC, IS2	CO, PC, IS	CO, PC, OS, MTS	CO, PC, OS
FR	Failure to Report	PC, DE	PC, IS	PC, OS	→	→
FS	Failure to Sign In	PC, DE	PC, DE	PC, IS	PC, OS	→
RF	False Reporting	CO, PC, IS	CO, PC, SC	CO, PC, OS	→	→
FD	Forgery/False Document	CO, PC, IS1	CO, PC, IS2	CO, PC, IS	CO, PC, OS, MTS	CO, PC, OS
IT	Inappropriate Touching/PDA	CO, PC, GU	CO, PC, IS1	CO, PC, IS2	CO, PC, OS, MTS	→
LC	Leaving Class Without Permission	CO, PC, IS, GU	CO PC IS2	CO, PC, IS	CO, PC, OS	CO, PC, OS
MCB	Misconduct (Bus)	CO, PC, BS or IS	→	→	→	→
MC2	Misconduct - (Level 2)	CO, PC, IS1	CO, PC, IS2	CO, PC, HD	CO, PC, IS	CO, PC, OS, SC
NS	No Show to Detention	PC, DE x 2	PC, IS or SS	PCF, IS or SS	PC, OS	
NIS	No Show to In-School Suspension	CO, PC, ED	CO, PC, IS	→	→	→
NLD	No Show to Lunch Detention	CO, PC, ED	CO, PC, IS	→	→	→
PM	Pornographic Materials	CO, PC, IS, GU	CO, PM, OS, PU	CO, PC, MTS, OS	→	→
PL	Profane Language	CO, PC, IS1	CO, PC, IS2	CO, PC, IS ½ Day	CO, PC, IS Full Day	→
SC	Skipping Class	CO, PC, IS1	CO, PC, IS2	CO, PC, HD	CO, PC, IS	→
SK	Skipping School	CO, PC	CO, PC, BC	CO, PC, MTS	→	→
SM2	Social Media - (Level 2)	PC, IS	PC, IS x 2	PC, OS	→	→
TMC	Testing Misconduct	PC, DE, Q6	PC, IS, Q6	PC, OSS, Q6	→	→
ELT	Theft Minor	CO, WI, PC	CO, PC, IS1	CO, PC, IS2	CO, PC, HD,	→
V1	Vandalism (under \$100)	PC, RT	PC, RT, DE	→	→	→

Level 3 Offenses/Infractions

OSS consequences should be between 1-3 days, depending on the frequency and severity of the infraction

Code	Description	1st Consequence	2nd Consequence	3rd Consequence	4th Consequence	Subsequent Consequences
AM	Ammunition Possession	CO, PC, IS2, LC	CO, PC, OS, SA, LC	CO, PC, OS, IH, LC	→	→
ASE	Threat on Employee-(non-SESIR)	CO, PC, PM, OS	CO, PC, OS, SA, LC	CO, PC, OS, IH, LC	→	→
AOS	Threat on Student (non- SESIR)	CO, PC, PM, OS	CO, PC, OS	CO, PC, OS, MTS	→	→
CV2	Computer/Technology (Major)	CO, PC, PM, CP	CO, PC, PM, OS, CP	CO, PC, PM, OS, CP (remainder of year)	→	→
DI	Defiance/Insubordination	CO, PC, IS	CO, PC, BC, OS	CO, PC, OS, MTS	CO, PC, OS,	→
DT3	Disruption (Level 3)	CO, PC, OS	CO, PC, OS	CO, PC, OS, MTS	→	→
DP	Drug Paraphernalia (non-SESIR)	CO, PC, OS, LC	CO, PC, OS, LC	→	→	→
ER	Excessive Referrals	CO, PC, BC, MTS, OS	CO, PC, OS	→	→	→
EX	Extortion	CO, PC, BC, OS	CO, PC, OS	→	→	→
FA	False Accusation Against Staff	CO, PC, OS	CO, PC, SC, OS	CO, PC, MTS, OS	→	→
FI	Fighting, Mutual (non-SESIR)	CO, PC, OS	CO, PC, BC, OS	CO, PC, MTS, OS	→	→
FW	Fireworks	CO, PC, OS, LC	CO, PC, OS	CO, PC, OS, MTS	→	→
FO	Forgery (checks)	PC, OS, LC	→	→	→	→
HS	Hit/Striking	CO, PC, GU, OS	CO, PC, OS	CO, PC, OS, SA	→	→
LS	Left School Without Permission	CO, PC, SA, SA, IS	CO, PM, OS	→	→	→
MCI	Misconduct in ISS	CO, PC, OS	CO, PM, OS	→	→	→
MC3	Misconduct - (Level 3)	PC, OS	PC, OS	PC, OS	→	→
NS	No Show to Saturday Detention	PC, IS X 2	PC, OS	PC, OS	→	→
NP	Non-Prescription Drug Possession/Sale/Use	CO, PC, GU, OS, LC	CO, PC, OS, LC	→	→	→
OCF	Off-Campus Felony	CO, PC, OS, Q6	→	→	→	→
PP	Possession of a Pocket Knife	CO, PC, OS, LC	CO, PC, OS, LC	CO, PC, OS, LC	→	→
PS	Possession of a Stolen Item	CO, PC, OS, LC	CO, PC, OS, LC	CO, PC, OS, LC	→	→
PI	Possession of Prohibited Item	CO, PC, OS, LC	CO, PC, OS, LC	→	→	→
PTS	Profanity to-Staff	CO, PC, OS, SA	CO, PC, OS	CO, PC, OS	→	→
SS	Secret Society	CO, PC, OS, LC	CO, PC, OS, LC	CO, PC, OS, LC	→	→
SX	Sexting	CO, PC, OS, LC	CO, PC, OS, LC	CO, PC, OS, LC	→	→
SF	Slur- (Federally Protected Group)	CO, PC, IS, GU, DV	CO, PC, BC, MTS, OS	→	→	→
SM3	Social Media (Major)	CO, PC, IS, LC	CO, PC, BC, MTS, OS, LC	→	→	→
TH	Theft (Under \$750)	CO, PC, RT, OS, LC	CO, PC, RT, OS, LC	CO, PC, OS, LC, RT	→	→
TP	Threat to Property of Staff	CO, PC, OS, LC	CO, PC, OS, LC	CO, PC, OS, LC	→	→
TB	Tobacco/Electronic Cigarettes	PC, LC, OS,	PC, LC, OS,	PC, LC, OS,	→	→
TR	Trespassing	CO, PC, OS, LC, TW (FCSO)	CO, PC, OS, LC, TW (FCSO)	→	→	→
UV	Unauthorized Photograph/Recording	CO, PM, OS, LC	→	→	→	→
UI1	Under the Influence (non-SESIR)	CO, PC, OS, LC	CO, PC, OS, LC	→	→	→
V2	Vandalism - (\$101 to \$999)	CO, PC, RT, OS, LC	CO, PC, RT, OS, LC	CO, PC, OS, LC, RT	→	→
VRN	Violation Restriction Notice	PC, OSS or DDR	→	→	→	→
VSD	Violation of Safety Drill Procedures	CO, PC, IS	CO, PC, OS	→	→	→
VU	Vulgarity	PC, IS4	PC, IS	PC, OS	→	→

Level 4 Offenses/Infractions

OSS consequences should be between 3-5 days depending on the frequency and severity of the infraction

Code	Description	1st Consequence	2nd Consequence	3rd Consequence	4th Consequence	Subsequent Consequences
BAT	SESIR Aggravated Battery	CO, PC, PM, OS, LC, DDR*	→	→	→	→
ALC	SESIR Alcohol	CO, PC, PM, OS, LC	→	→	→	→
ARS	SESIR Arson	CO, PC, PM, OS, LC, DDR*	→	→	→	→
BUL	SESIR Bullying	CO, PC, PM, OS	CO, PC, PM, OS, LC	→	→	→
BRK	SESIR Burglary	CO, PC, PM, OS, LC	→	→	→	→
VAN	SESIR Criminal Mischief (\$1000 Threshold)	PC, OS, LC, Q6	→	→	→	→
DOC	SESIR Disruption On Campus-Major	CO, PC, PM, OS, LC	→	→	→	→
DRD	SESIR Drug Sale/Distribution Excluding Alcohol	CO, PC, PM, OS, LC, DDR*	→	→	→	→
DRU	SESIR Drug Use/Possession Excluding Alcohol	CO, PC, PM, OS, LC	→	→	→	→
FIT	SESIR Fighting	CO, PC, PM, OS, LC	→	→	→	→
STL	SESIR Grand Theft	CO, PC, PM, OS, LC	→	→	→	→
HAR	SESIR Harassment	CO, PC, PM, OS, LC	→	→	→	→
HAZ	SESIR Hazing	CO, PC, PM, OS, LC	→	→	→	→
HOM	SESIR Homicide	CO, PC, PM, OS, LC	→	→	→	→
KID	SESIR Kidnapping	CO, PC, PM, OS, LC, DDR*	→	→	→	→
OMC	SESIR Other Major Crime	CO, PC, PM, OS, LC	→	→	→	→
ROB	SESIR Robbery	CO, PC, PM, OS, LC, DDR*	→	→	→	→
SXA	SESIR Sexual Assault	CO, PC, PM, OS, LC, DDR*	→	→	→	→
SXB	SESIR Sexual Battery	CO, PC, PM, OS, LC, DDR*	→	→	→	→
SXH	SESIR Sexual Harassment	CO, PC, PM, OS, LC	→	→	→	→
SXO	SESIR Sexual Offense (Other)	CO, PC, PM, OS, LC	→	→	→	→
PHA	SESIR Simple Battery	CO, PC, PM, OS 3-5, LC	→	→	→	→
TRE	SESIR Threat/Intimidation	CO, PC, PM, OS, LC, THA	→	→	→	→
TBC	SESIR Tobacco (1st Offense MUST Complete Tobacco Education)	CO, PC, PM, OS, RC, LC	CO, PC, PM, OS, LC	CO, PC, PM, OS, LC	→	→
TRS	SESIR Trespassing	CO, PC, PM, OS, LC	→	→	→	→
WPO	SESIR-Weapons Possession	PC, OS, LC, THA, Q6, DDR*	→	→	→	→

When reporting a SESIR incident, districts are required to report all related elements that are present or contribute to a reported incident. A related element must be reported even where it duplicates the incident. For example, when reporting an Alcohol incident, the Alcohol-related element must also be reported. For each SESIR incident, applicable "Related Elements" must also be reported to SESIR:

- Alcohol-Related
- Bullying-Related
- Drug-Related
- Gang-Related
- Hate Crime-Related
- Hazing-Related
- Injury-Related
- Vaping-Related
- Weapon-Related

Every Weapon Possession incident must be coded as Weapon-Related and must include the "Weapon, Description (PDF)" data element.

*DDR - District Discipline Review meeting is required.

Administrative Assigned Consequences/Interventions

Consequence		Intervention		Resources	
Code	Description	Code	Description	Code	Description
CP	Computer Suspension	MA	Adult Mediation	LC	Law Consult
DE	Detention	AP	Alternative Placement	LE	Law Action
EB	Expelled from Bus	LO	Assigned to OSS in lieu	CC	Civil Citation
ES	Expelled w/ Services	BC	Behavior Contract	IH	Intent to Harm
EX	Expelled w/o Services	BSA	Bus Suspension	SA	Safety Assessment
HD	Half Day ISS	CICO	Check-in/Checkout	BA	Baker Act
IS1	ISS 1 (45 Minute)	CS	Community Service	Q6	Other
IS2	ISS 2 (90 Minute)	DDR	District Team Review	THA	Threat Assessment
IS3	ISS 3	DV	Diversity Assignment	GU	Referred to Guidance
IS4	ISS 4	OPM	OSS Pending Manifestation	PA	Paired to a Mentor
IS	ISS Full Day	PP	Parent Pick -Up Item	RC	Referred for Counseling
LD	Lunch Detention	MP	Peer Mediation		
OS	Out of School Suspension	PI	Physical Intervention		
PCF	Parent Conference	MTS	Referral to MTSS Team		
PC	Parent Contact	RPC	Restorative Practices Conf.		
CO	Student Conference	SS	Saturday School		
TO	Time Out	SC	Schedule Change		
WI	Warning	T2I	Tier 2 Intervention		
WA	Written Apology	T2P	Tier 2 Placement		
SD	Suspension of Driving Privilege	T3I	Tier 3 Intervention		
SP	Suspension of Privilege	T3P	Tier 3 Placement		
RT	Restitution	OT	Tobacco In Lieu		
RS	Removed from Summer School	TP	Trespass Warning FCSO		
WD	Work Detail				
BSA	Activity Bus Suspension				