



# FCSD Secondary Schools Discipline Matrix

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2024-2025  
School Year

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<sup>1</sup> Updated August 2024

## Considerations while using this Matrix

1. The consequences and offense should match.
2. OSS only when needed (see the 3 reasons in the footer).
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 5 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. Restorative practices and questions should be utilized when possible.**

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	→	→	→	→
UHR (SESIR)	Harassment Unsubstantiated	CO, PC, RC, MP, PA, BC, MTS, SC	→	→	→	→
CV1	Computer Mischief Minor	CO, DE	PC, DE	PC, SP, DE	→	→
DT1	Disruption - (Level 1)	PC, IS1	PC, IS2	PC, IS2	→	→
DC	Dress Code Violation	PC, WI	PC, DE, 3 day SP	PC, IS, 5 Day SP	PC, OS, 10 Day SP	→
ED	Electronic Device	PC, CO, WI	PC, DE	PC, DE, 5 Day SP	Defiance Referral	→
FC	Failure to Return Daily Use Computer	PC, WI	PC, DE	PC, DE	PC, DE, SP	→
NI	ID Violation	WI, CO/PC until (5), DE	PC, DE until (10) ISS	PM, ISS until (15) OS	PM, OS at 20, 25, 30	→
IL	Inappropriate Location	PC, DE	PC, DE, 3 Day SD	PC, IS, 5 Day SD	Defiance Referral	→
MC1	Misconduct - (Level 1)	PC, DE	PC, DE	PC, IS	→	→
NDP	No Dress Out PE (5x or more)	PC, CO, WI	PC, CO, Q6, ZERO ON ASSIGNMENTS		→	→
AA	No Show Academic Assistance	PC, WI	PC, DE	PC, CO, DE	→	→
PB4	PBS 4th Step	PC, IS2 or DE	PC, IS4 or DE	PC, IS or DE	→	→
TA	Tardy (Tardy Actions Reset Quarterly)	WI, PC until (5), DE	PC, DE until (10) ISS	PM, ISS until (15) OS	PM, OS at 20, 25, 30	→

## 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	PC, DE	PC, DE	PC, IS	→	→
CV2	Computer Mischief - (Level 2)	PC, CP	PC, OS	→	→	→
DR	Disrespect	PC, IS	PC, IS x 2	PC, OS	→	→
DT2	Disruption - (Level 2)	PC, IS	PC, IS x 2	PC, OS	→	→
DTS	Disruption for Substitute	PC, IS1	PC, DE	PC, IS	PC, IS	PC, MTS
FR	Failure to Report	PC, DE	PC, IS	PC, OS	PC, OS	OS
FS	Failure to Sign-In	PC, DE	PC, DE	PC, IS	PC, OS	→
RF	False Reporting	PC, IS	P,C SC, IS	OS	→	→
FD	Forgery/False Document	PC, DE	PC, IS	PC, OS	→	→
IT	Inappropriate Touching/PDA	PC, DE	PC, DE	PC, IS	PC, OS	PC, OS
LC	Left Class without Permission	PC, DE	PC, DE x 2	PC, IS	PC, IS	PC, OS
MCB	Misconduct Bus	PC, BS	→	→	→	→
MC2	Misconduct - (Level 2)	PC, DE x 2	PC, IS or SS	PC, IS or SS	PC, OS	→
ND	No Show to Detention	PC, DE x 2	PC, IS, SP	PC, OS	→	→
NIS	No Show to In-School Suspension	PC, ISS	PC, OS	→	→	→
NLD	No Show to Lunch Detention	PC, DE	PC, ED	IS or SS	→	→
PM	Pornographic Materials	PC, DE	PC, IS	PC, OS, RC	→	→
PL	Profane Language	PC, DE, IS1	PC, DE, IS2	PC, IS 1/2	1 Day IS	→
SC	Skipping Class	PC, DE	PC, BC, IS ½ Day	PC, IS Full Day	PC, 1 Day OSS	→
SK	Skipping School	PC, OS, 1 week SD	PM, OS, 2 week SD	PM, OS, Year SD	→	→
SM2	Social Media	PC, IS	PC, IS x 2	PC, OS	→	→
TMC	Testing Misconduct	PC, DE, Q6	PC, IS, Q6	PC, OSS, Q6	→	→
V1	Vandalism - (under \$100)	PC, RT	PC, RT, DE	→	→	→
VO	Vehicle Violation	CO, PC, LC, SD	→	→	→	→

## 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	PC, IS or DE, LC	PC, OS, LC	PM, OS, IH, LC	→	→
ASE	Threat on Employee (non-SESIR)	PC, OS	PC, OS	→	→	→
AOS	Threat on Student (non-SESIR)	PC, OS	PC, OS	PM, OS	→	→
CV3	Computer/Technology - (Major)	PC, CP, OS	PC, OS	PM, OS		→
DI	Defiance/Insubordination	PC, ISS or SS	PC, OSS	PM, OSS		→
DT3	Disruption - (Level 3)	PC, OS	PC, OS	PM, OS	→	→
DP	Drug Paraphernalia - (non-SESIR)	PC, RC, OS, LC	PC, OS, LC	→	→	→
ER	Excessive Referrals	PC, BC, MTS	PC, IS	PM, OS	→	→
EX	Extortion	PC, BC, OS	PC, OS	→	→	→
FA	False Accusation Against Staff	PC, OS	PC, SC, OS	PM, MTS, OS	→	→
FI	Fighting Mutual (non-SESIR)	PC, OS	PC, BC, OS	PM, MTS, OS	→	→
FW	Fireworks	PC, OS, LC	PC, OS, LC	PM, OS, LC	→	→
FO	Forgery (Checks)	PC, OS, LC	→	→	→	→
HS	Hit/Striking	PC, RG, OS	PC, MTS, OS	PM, OS, LC	→	→
LS	Left School Without Permission	PC, OS, 1 week SD	PM, OS, 2 week SD	PM, OS, Year SD	→	→
MCI	Misconduct in ISS	PC, OS	PC, OS, MTS	→	→	→
MC3	Misconduct - (Level 3)	PC, OS	PC, OS	PM, OS	→	→
NS	No Show Saturday Detention	PC, IS X 2	PC, OS	PM, OS	→	→
NP	Non-Prescription Drug Possession/Sale/Use	PC, RC, OS, LC	→	→	→	→
OCF	Off-Campus Felony	Q6, Felony Hearing	→	→	→	→
PP	Possession of a Pocket Knife	PC, OS, LC	PC, OS, LC	PM, OS, LC	→	→
PI	Possession of a Prohibited Item	PC, OS, LC	PC, OS, LC	→	→	→
PS	Possession of a Stolen Item	PC, OS, LC	PC, OS, LC	PM, OS, LC	→	→
PTS	Profanity to Staff	PC, OS	PC, OS	PM, OS, RC	→	→
SS	Secret Society	PC, OS, LC	PC, OS, LC	PM, OS, LC	→	→
SX	Sexting	PC, OS, LC	PC, OS, LC	PM, OS, LC	→	→
SF	Slur (Federally Protected Group)	PC, DV, OS	PC, DV, OS, RC	→	→	→
SM3	Social Media - (Major)	PC, OS	PC, OS	→	→	→
TH	Theft (under \$750)	PC, RT, OS, LC	PC, RT, OS, LC	→	→	→
TP	Threat to Property of Staff	PC, OS, LC	PC, OS, LC	PM, OS, LC	→	→
TB	Tobacco/Electronic Cigarettes	PC, LC, OS,	PC, LC, OS,	PM, LC, OS,	→	→
UV	Unauthorized Photograph/Recording	PC, IS OR OS	PC, OS	PM, OS	→	→
U1	Under the Influence - (non-SESIR)	PC, RC, OS, LC	PC, RC, OS, LC, DDR	→	→	→
V2	Vandalism - (\$101 - \$999)	PC, RT, OS, LC	PC, RT, OS, LC	PM, RT, OS, LC	→	→
VRN	Violation Restriction Notice	PC, OSS or DDR	→	→	→	→
VSD	Violation of Safety Drill Procedures	CO, PC, IS	CO, PC, OS	→	→	→
VU	Vulgarity	PC, OS	PC, BC, OS	PM, 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
BSA	Activity Bus Suspension	MA	Adult Mediation	BA	Baker Act
BS	Bus Suspension	AP	Alternative Placement	CC	Civil Citation
CP	Computer Suspension	LO	In Lieu of OSS (First Offense)	DDR	District Discipline Review
DE	Detention	BC	Behavior Contract	IH	Intent to Harm
EB	Expelled from Bus	CICO	Check-in/Checkout	LE	Law Action
ES	Expelled w/ Services	CS	Community Service	LC	Law Consult
EX	Expelled w/o Services	DV	Diversity Assignment	Q6	Other
HD	Half Day ISS	OPM	OSS Pending Manifestation	PA	Paired to a Mentor
IS1	ISS 1 (45 Minute)	PP	Parent Pick -Up Item	RC	Referred for Counseling
IS2	ISS 2 (90 Minute)	MP	Peer Mediation	GU	Referred to Guidance
IS3	ISS 3	PI	Physical Intervention	SA	Safety Assessment
IS4	ISS 4	MTS	Referral to MTSS Team	THA	Threat Assessment
IS	ISS Full Day	RPC	Restorative Practices Conf.		
LD	Lunch Detention	SS	Saturday School		
OS	Out of School Suspension	SC	Schedule Change		
PC	Parent Contact	T2I	Tier 2 Intervention		
PM	Parent Meeting	T2P	Tier 2 Placement		
RS	Removed from Summer School	T3I	Tier 3 Intervention		
RT	Restitution	T3P	Tier 3 Placement		
CO	Student Conference	OT	Tobacco In Lieu		
SD	Suspension of Driving Privilege	TP	Trespass Warning FCSS		
SP	Suspension of Privilege	WA	Written Apology		
TO	Time Out				
WI	Warning				
WD	Work Detail				