2024 – 2025
Code of Student Conduct

This document is also available on our website at:
http://www.collierschools.com/codeofstudentconduct

El Código de Conducta del Estudiante está disponible en Español y Creole,
por solicitud, ó en el internet en:
http://www.collierschools.com/codeofstudentconduct

Kòd sou Kondwit Elèv yo disponib nan lang Espanyòl ak Kreyòl
pou moun ki mande sa oubyen yo ka jwenn li sou sit entènèt nou an nan:
http://www.collierschools.com/codeofstudentconduct

NOTE: Throughout the *Code of Student Conduct,* the term “parents” includes legal guardians or other persons standing in *loco parentis* (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child).

www.collierschools.com

Dr. Leslie C. Ricciardelli
Superintendent of Schools

THE DISTRICT SCHOOL BOARD OF COLLIER COUNTY

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This report has been prepared by The District School Board of Collier County.
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Report Number:
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VISION STATEMENT

Inspire students to achieve academic excellence.

The District School Board of Collier County does not discriminate on the basis of race, color, religion, national origin, sex (including sexual orientation and/or gender identity), disability, or age in the provision of educational opportunities or employment opportunities and benefits. The District School Board does not discriminate on the basis of sex or disability in the education programs and activities that it operates, pursuant to the requirements of Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, respectively. The right not to be discriminated against extends to both employees and students of the District and shall include equal access to designated youth organizations in conformity with the Boy Scouts of America Equal Access Act. The following personnel should be contacted for inquiries about their rights or to learn how to file a complaint regarding discrimination.

Employees: For matters involving Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, Age Discrimination in Employment Act, Title VII, and Florida's Educational Equity Act, contact Ms. Valerie Wenrich, Chief Human Resources Officer, at (239) 377-0351, or at 5775 Osceola Trail, Naples, Florida 34109.

Students: For matters involving (a) Florida's Education Act and Federal Title VI (race, religion, national origin issues), contact Ms. Rhoderica Washington, Director, Teaching and Learning, at (239) 377-0100, or at 5775 Osceola Trail, Naples, Florida 34109; and (b) Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, contact Ms. Jana Csenger, Coordinator of Psychological Services, at (239) 377-0521, or at 5775 Osceola Trail, Naples, Florida, 34109.

Title IX: For all Title IX related matters, whether involving employees and/or students, contact Ms. Valerie Wenrich, the District's Title IX Coordinator and Chief Human Resources Officer, at (239) 377-0351, or at 5775 Osceola Trail, Naples, Florida 34109.

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INTRODUCTION

In accordance with the mandate required by Florida Law, all students attending Collier County Public Schools will be provided access to the *Code of Student Conduct* handbook, hereinafter referred to as the *Code*. The *Code* provides for recognition of the rights of the student, including the right to learn. It provides for the recognition of responsibilities of students in respect to the rights of others and in respect to the obligation of all the schools to provide the order necessary for meaningful and effective instruction and learning.

All Collier County Schools shall follow the *Code* in development of their individual school handbooks. Students receive this information so they may fully understand their responsibilities and rights.

Schools accomplish their educational purposes in a learning climate in which the rights and responsibilities of each individual are known and respected. Implicit in these rights is the responsibility of respecting the rights of others. The primary function of the public schools is to provide an equal educational opportunity for all students. **Education cannot take place unless there is an atmosphere of good order and discipline described as the absence of distractions and disturbances, which interfere with the optimum functioning of the student, the class, and/or the school.** Please note that nuisance activities, possession, and/or usage of nuisance or distracting items could result in disciplinary action.

As students progress through school, it is reasonable to assume that an increase in age and maturity carries with it a greater responsibility for one's actions. Differences in age and maturity determine in part the type of disciplinary action to be taken. The procedures outlined in the *Code* apply to all students in Collier County Public Schools.

The *Code* is in effect while the student is traveling to and from school, including, but not necessarily limited to, school-sponsored events, field trips, athletic functions, and other activities where appropriate administrators have jurisdiction over students. Additionally, the Principal has the authority to take administrative action when a student's misconduct away from school is having, or could have, a detrimental effect on the other students or on the orderly educational process. Students on Out-of-School Suspension or who are expelled, or who are placed at an alternative site in lieu thereof, may not enter or be within 1,000 feet of any unassigned school campus at any time.

Good order and discipline are best thought of as being positive, not negative; of helping a student to adjust, rather than to punish; of turning unacceptable conduct into acceptable conduct. It is also the presence of a friendly yet businesslike atmosphere in which students and school personnel work cooperatively toward mutually recognized and accepted goals.

Throughout the *Code,* the term “parents” includes legal guardians or other persons standing in *loco parentis* (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child).

In reviewing the *Code*, it is important to understand that whether or not a student is charged by law enforcement or the State Attorney decided not to pursue a case criminally, is separate and apart from the District determining whether a student’s behavior violates this *Code*, resulting in the applicable consequences set forth in the Rules and the applicable Matrix.

We encourage our readers not only to review the Rules but also the disciplinary Matrix.

The *Code* is applicable and enforced to all Collier County Public School students.

SEE IT? • SAY IT!

KEEPCOLLIERSAFE

DON'T SPREAD IT • REPORT IT

ALL THREATS ARE TAKEN SERIOUSLY

REPORT SUSPICIOUS ACTIVITY **IMMEDIATELY**

DO NOT SPREAD SUSPICIOUS IMAGES/POSTS ON SOCIAL MEDIA

TALK
TO AN ADULT

Tell a school administrator, teacher, YRB Deputy, coach, counselor, parent, or any adult with whom you feel comfortable talking.



CALL
TO REPORT

Collier County Sheriff's Office
239-252-9300

SWFL Crime Stoppers
1-800-780-TIPS (8477)



REPORT
ONLINE

Go to:
collierschools.com/keepcolliersafe

Click the "**REPORT IT**" button to report suspicious activity or threats to the Collier County Sheriff's office.

Click here to
REPORT IT

USE THE
APP

Download FortifyFL
to report suspicious activity.
www.GetFortifyFL.com

Available on the App Store and Google Play



CCPS Collier County Public Schools

CHARACTER TRAITS

The following Character Traits were adopted by the Collier County School Board:

Acceptance: To appreciate that every person is different and unique and is part of the community of people with whom we live and work on a daily basis.

Caring: To be kind, helpful, forgiving, and considerate of others.

Charity: To give help to those who need it.

Citizenship: To do one's share to make the community a better place.

Conscience: To experience an inner feeling that guides us to recognize the difference between right and wrong and to live and act truthfully.

Cooperation: To recognize mutual inter-dependence with others resulting in polite treatment and respect for them.

Courage: To be brave in difficult times; to have the personal strength to face difficulties, obstacles, and challenges.

Fairness: To promote equal opportunity for everyone and to apply agreed upon rules equally to everyone.

Forgiveness: To pardon, overlook, excuse or absolve; to stop blaming or feeling resentment against.

Honesty: To be truthful, trustworthy and behave with integrity.

Honor: To demonstrate respect for oneself and other persons by living in accordance with high moral standards of behavior, respecting rules, and committing oneself to serve others.

Hopefulness: To experience the value of setting meaningful goals for oneself for the future, and the faith that such goals can be achieved for one's own benefit and for the benefit of others.

Integrity: To be trustworthy, honest, and truthful in all things; to act with honor and justice.

Justice: To be fair and to treat people right.

Kindness: To treat other people as you want to be treated.

Patriotism: To support the *U.S. Constitution* and show love for the United States of America.

Perseverance: To complete a task even when it becomes difficult, boring, or discouraging.

Respect: To treat something (or someone) as valuable and worthy.

Responsibility: To be accountable for one's own actions, and to know and follow laws, rules, and conduct codes.

Self-Control: To control one's behaviors and emotions and, when necessary, to postpone immediate needs and desires for long term benefits.

ROLES AND RESPONSIBILITIES

Discipline within the school is the joint responsibility of school personnel, students, and parents. Each staff member must thoroughly understand the discipline structure and must accept responsibility for making the system work. Teachers, who assume that their role is strictly to teach and that student discipline is someone else's job, are as much in error as administrators who hold that the good teacher can handle all problems of student discipline without any additional assistance. The *Code* recognizes the need for a cooperative relationship between student, parent, and educator. The following responsibilities reflect such a cooperative relationship:

PARENT RESPONSIBILITIES

1. Keep in regular communication with the school concerning their child's conduct and academic progress and communicate with the school any updated parent contact information to include phone number, e-mail, and home address.
2. Ensure that their child is in daily attendance and/or report and explain absences to school personnel.
3. Provide their child with resources needed to complete class work.
4. Ensure their child is well groomed, neat and clean.
5. Bring to the attention of school authorities any problem or condition which negatively affects their child or other children of the school community.
6. Discuss course selections, report cards, and work assignments with their child.
7. Ensure the good health of their child.
8. Foster a positive attitude toward the school.
9. Practice and encourage the District's adopted character traits (*Acceptance, Caring, Charity, Citizenship, Conscience, Cooperation, Courage, Fairness, Forgiveness, Honesty, Honor, Hopefulness, Integrity, Justice, Kindness, Patriotism, Perseverance, Respect, Responsibility, and Self-Control).*
10. Exercise oversight and supervision of their child at District events to ensure their child is conducting himself/herself responsibly at such events.

STUDENT RESPONSIBILITIES

1. Attend all classes and be prompt.
2. Be prepared for class with appropriate working materials.
3. Be respectful of individuals' property and rights.
4. Conduct themselves in a safe and responsible manner.
5. Be well groomed, clean, and neat.
6. Be responsible for their own behavior, conduct, and the consequences of their actions.
   A. Report to school authorities any problem, circumstance, or condition, including, but not limited to, illegal, dangerous, or unsafe behaviors involving themselves or others, which affect, in any way, their health, safety and/or security or the health, safety and/or security of others whether on or off campus.
   B. Not ignore what they have seen, experienced, or witnessed and should adhere to the message: "See it, Say it, Don't spread it, Report it!"
7. Abide by the rules and regulations set forth by the District, school, and/or individual classroom teacher.
8. Practice and encourage the District's adopted character traits (*Acceptance, Caring, Charity, Citizenship, Conscience, Cooperation, Courage, Fairness, Forgiveness, Honesty, Honor, Hopefulness, Integrity, Justice, Kindness, Patriotism, Perseverance, Respect, Responsibility, and Self-Control).*

A RESPONSIBLE SCHOOL STAFF MEMBER

1. Encourages the use of good guidance procedures.
2. Maintains an atmosphere conducive to good behavior.
3. Exhibits an attitude of respect for students.
4. Plans a flexible curriculum and provides instruction to meet the needs of students.
5. Develops a good working relationship among professional staff, parents, and students.
6. Encourages the student to become involved in developing school rules and regulations.
7. Implements a recognition system that supports and promotes good student behavior.
8. Maintains an academically focused atmosphere to foster student success.
9. Practices and encourages the practice of the District's adopted character traits (*Acceptance, Caring, Charity, Citizenship, Conscience, Cooperation, Courage, Fairness, Forgiveness, Honesty, Honor, Hopefulness, Integrity, Justice, Kindness, Patriotism, Perseverance, Respect, Responsibility, and Self-Control).*

AUTHORITY FOR STUDENT DISCIPLINE

In accordance with F.S. 1006.07, teachers, Principals, and administrators have the authority to take customary and reasonable measures to maintain proper control and discipline among students placed under their care and supervision. The Principal may modify any disciplinary action. It is expressly understood that when law enforcement personnel are involved in a matter, students are to respect the authority of the officer or officers involved or risk the consequences of obstructing actions of law.

STUDENT RIGHTS AND RESPONSIBILITIES

It is the intent of this section to inform students of their freedom allowable under law commensurate with the school's responsibility for student health, safety, and welfare. The rights and responsibilities presented reflect the opportunity for dialogue, debate, and discussion by our students for greater opportunities to serve themselves and society. Nowhere is it stated in this document, nor even implied, that the school should relinquish its authority and responsibility. Within every school, the Principal inevitably has the responsibility and authority for maintaining the orderly educational process. This document provides a philosophy, emphasis, and techniques by administration, faculty, parents, and students.

These responsibilities are not intended and should not be interpreted as the enactment of controlling regulations to govern the conduct of students or school authorities in specific circumstances. It is a statement in summary form of broad principles, evidencing the recognition and support of the concept of student rights and their correlative responsibilities. The application of these principles in practice, and the procedures to be followed to guide both students and responsible school officials in specific factual situations are beyond the scope and intent of this document.

ATTENDANCE

PHILOSOPHICAL BASIS

In accordance with F.S. 1003.21 and 1003.31, school administrators have an obligation under State law to enforce compulsory school attendance laws. Students have an obligation to avail themselves the opportunity for a free education, an education that should help the students develop the skills and knowledge necessary to function in a modern democratic society.

RIGHTS

- Students and parents have the right to information on Board Rules and individual school policies that clearly define excused absences and tardies.
- Students have the right to appeal a decision pertaining to an absence (excused or unexcused). Participation in a school-sponsored activity shall be considered a field trip.
- Students have the right to make up class work in case of any absence. Students shall not be suspended for "lateness," "tardiness," or truancy. Other forms of discipline alternatives should be applied to these violations. F.S. 1006.09(9).

RESPONSIBILITIES

- Students have the responsibility to take advantage of their educational opportunity by attending all classes daily and promptly.
- Students have the responsibility to provide the school with an adequate explanation with appropriate documentation indicating the reason for an absence.
- Students have the responsibility to request make-up assignments and inquire as to the deadline for completion upon their return to school.

DISCIPLINE/DUE PROCESS

PHILOSOPHICAL BASIS

The opportunity for public education is not a privilege but an important right. Students who are in danger of being suspended or expelled from school are to be provided procedural due process.

Students who have voluntarily withdrawn from school have the right to re-enter a program. A refusal to re-enter a student by an administrator must be preceded by the appropriate due process procedure.

RIGHTS

- Students have a right of due process in the event of any serious disciplinary action taken against them. Due process shall be understood to mean: a) timely and specific oral and written notices of the charges against them; b) an explanation of the reason/evidence supporting such actions; and c) an opportunity for the student to be heard prior to any serious disciplinary action taken.
- Students have the right to the following elements of procedural due process:
  - The right to explain, identify any mitigating factors and tell his/her side of the story.
  - The right to ask questions, along with their parents, at an administrative review to obtain clarification of the conduct in need of review.
  - The right to present evidence on his/her own behalf.
  - The right to an impartial review.
  - The right to present any supplemental evidence at the administrative review to help clarify the issues being reviewed.
  - The right to have a parent/guardian or attorney (at student's expense) present at the review and, if requested, be accompanied by another adult to assist in communicating with school personnel at any meeting.
  - The right to record the administrative review upon mutual consent.
- Students who have voluntarily withdrawn from school have the right to re-enter a program. A refusal to re-enter a student by an administrator must be preceded by the appropriate due process procedure and adhere to Board Policy 5112.01.

RESPONSIBILITIES

- Students have the responsibility to exercise self-discipline in the classroom and on the campus so that the rights of all are respected and the efforts of all can be directed toward the stimulation of learning.
- Students have the responsibility to avoid the necessity of exercising this right, in so far as the seriousness of the problem, by obeying Board Rules and school regulations and by conducting themselves in an acceptable manner.
- Students re-entering school have the responsibility to bring their parent to discuss appropriate educational programs and commit themselves to regular attendance and productive participation in school life.

ADMINISTRATIVE CRITERIA FOR EARLY READMISSION OF EXPELLED STUDENTS

1. A student who has been expelled from the Collier County Public Schools does not have a right to readmission during the term of the expulsion. However, such student may apply for conditional probationary readmission, the term of probation will be as long as the period of original expulsion. The student's application for readmission shall be in writing and shall be submitted to the office of the Principal at the "home" school. The Principal may recommend or deny the application for readmission. The Principal shall forward the application with his/her recommendation to the Superintendent for review. The Superintendent may in the exercise of his/her discretion forward the application to the Board for its consideration or he/she may decline to do so. Final approval to readmit the expelled student rests with the Board. Where an alternative to expulsion has been provided to the student, the Superintendent may make the decision regarding readmission.

2. When evaluating the application for readmission of such student, the following criteria will be considered as to whether the student:
   a. has completed a substantial portion of the expulsion term without incident.
   b. has applied for readmission.
   c. has submitted with his/her application form recommendations from parents, employers, law enforcement, probationary or medical agencies, that indicate that the student has satisfactorily recognized, addressed and corrected the problem or cause that contributed to his/her expulsion.
   d. poses a threat, danger or harm to himself/herself or the health, safety or welfare of others at school.
   e. can academically make up credits and/or requirements lost during the expulsion in the time (chronological age considered) he/she has remaining in order to make reasonable progress toward completing graduation requirements.
   f. agrees in writing to accept conditional readmission to Collier County Public Schools classes on a probationary basis while officially retaining his/her "expelled" status. There will be a clear understanding that a violation of the conditions of the agreement or "major" disciplinary referral will, at the decision of the Superintendent, result in the termination of the student's probationary conditional readmission status and a return to full expulsion status.
3. The Principal has the right to add supplemental restrictions on the student that are tailored to an individual case. Examples of those requirements without limitations, are as follows:
   a. Periodic drug screening, at the student's expense, performed by a licensed practicing physician or laboratory under prescription from a physician and results submitted upon request to the school (this requirement shall be a stipulation made by the Board at the expulsion review for students involved with substance abuse, use or sale violations).
   b. Periodic psychological evaluations, at the student's expense, performed by a licensed practicing psychiatrist/psychologist and results submitted upon request to the school (this requirement shall be a stipulation made by the Superintendent or Board at the review for students involved with weapons, violence, fighting and chronic behavior problems leading to exclusion).
   c. No arrests or convictions for any criminal activity from the date of expulsion to the completion of the student's formal education in the Collier County Public School system.
4. The occurrence of an arrest, a positive drug screen test, or a negative psychological evaluation will also be grounds for a Collier County Public School to terminate the probationary readmission and return the student to fully expelled status.
5. The student may be restricted from extracurricular activities for the duration of the original expulsion. Students who participate in athletics are subject to the requirements and stipulations of the Activity/Athletic Code of Conduct, including disciplinary based restrictions.

FREE SPEECH/EXPRESSION

PHILOSOPHICAL BASIS

One of the basic purposes of education is to prepare students for responsible self-expression in a democratic society. Citizens in our democracy are permitted self-expression under the 1st and 14th Amendments of the U.S. Constitution. Full opportunity should be provided for students to inquire, to question, and to exchange ideas. They should be encouraged to participate in discussions in which many points of view, including those which are controversial, are freely expressed.

RIGHTS AND RESPONSIBILITIES

- The Pledge of Allegiance is a statement of American ideals, and every student shall be protected in his or her right to affirm his or her belief in such ideals.
- In accordance with law, students shall recite the Pledge of Allegiance at the beginning of each school day. However, a student has the right not to participate in reciting the Pledge and must be excused from doing so upon written request from his or her parent(s). This shall include not

requiring the student to stand and place the right hand over his or her heart. Students who have not been excused are expected to show full respect to the flag by standing at attention with the right hand over the heart and reciting the Pledge.

- Students have the right to refrain from any activity which violates the precepts of their religion.
- Students have the right to petition and survey students' opinions in accordance with procedures that are established by the Principal.
- Students have the right to form and express their own opinions on controversial issues without jeopardizing their relations with their teacher or school.
- Students have the responsibility to act in a manner that preserves the dignity of the occasion.
- Students have the responsibility to respect the religious beliefs of others.
- Students initiating a petition or survey have the responsibility not only for the reasonableness of the request, but for the accuracy of the content.
- Students have the responsibility to make efforts to become informed and knowledgeable about controversial issues and express their opinions in a manner that is suitable for the forum in which the discussion is taking place.

REDRESS OF GRIEVANCES

PHILOSOPHICAL BASIS

A grievance is a situation occurring in the course of the school's operation which causes a student to consider himself aggrieved. Schools are responsible for providing mechanisms for the expression and resolution of grievances.

RIGHTS

- Students have the right to a standard procedure for redress of grievances.
- Students have the right to participate in the formulation of the grievance procedures with the school administration through their student government.

RESPONSIBILITIES

- Students have the responsibility to discuss their grievances informally with the persons involved prior to invoking formal grievance procedures.
- Students have the responsibility to state the grievance clearly and concisely, to follow the established procedures, and to accept the decision that is the outgrowth of this process.

PUBLICATIONS

PHILOSOPHICAL BASIS

The primary liberties in a student's life have to do with the process of inquiry and learning, of acquiring and imparting knowledge, and of exchanging ideas. This process requires that students have the right to express opinions, to take stands, and to support causes publicly or privately.

One of the school's important roles is to provide effective avenues through which students may express themselves on a wide range of subjects. Official school publications, such as school newspapers, should reflect the policy and judgment of the student editors and should include viewpoints representative of the entire school community.

RIGHTS

- Students have the right to possess, post and distribute any forms of literature that are not inherently disruptive to the school program. The Principal may suppress any literature which could endanger the orderly operation of the school.
- Students have the right to publish literature such as school newspapers. The Principal may suppress or recall literature which is considered to be primarily commercial in nature or material which could endanger the orderly operation of the school.

RESPONSIBILITIES

- Students have the responsibility to use only those bulletin boards or wall areas designated for use by students and student organizations, and must also accept responsibility for the effect that the posting, publication, and distribution of this literature might have on the normal activities of the school.
- Students have the responsibility to refrain from publishing libelous and obscene materials, to seek full information on the topics about which they write, and observe the normal rules for responsible journalism.

SEARCH AND SEIZURE

PHILOSOPHICAL BASIS

Students possess the right of privacy of person as well as freedom from unreasonable search and seizure of property guaranteed by the 4th Amendment of the U.S. Constitution. That individual right, however, is balanced by the school's responsibility to protect the health, safety, and welfare of all its students.

RIGHTS

- Students have the right to privacy of their personal possessions unless the Principal has a reasonable cause or suspicion to believe that the student is concealing material, substances, or objects, possession of which is prohibited by school rules or any law.
- Strip searches are not permitted by school officials.
- Any search of a student's personal belongings, including but not limited to a purse, backpack, or bookbag, must be conducted discreetly to maintain the privacy of the student's personal items within such belongings.
- Personal items that are not prohibited on school grounds must be immediately returned to the student's personal belongings.

RESPONSIBILITIES

- Students have the responsibility not to carry or conceal any such material, substances or objects that are prohibited by school rules or any law or which are illegal or would detract from the educational process or safe environment of the school. Students should willingly cooperate with reasonable administrative requests to show or surrender any dangerous or illegal material, substances or objects when asked to do so.
- "Pat downs" are permitted by school officials.

STUDENT GOVERNMENT

PHILOSOPHICAL BASIS

To a large extent, the respect afforded a student government is a result of its active and constructive involvement in the daily operation of the school. In order to be effective, student government and its concomitant responsibilities suggest that its representatives be given an opportunity to participate in those decisions that affect the climate of the school. Respected student governments are forums for expression, discussion, and action regarding the important issues of the day.

RIGHTS

- Students have the right under the direction of a faculty advisor to form and operate a student government within their respective schools.
- Students have the right to recommend members of the faculty to serve as sponsors for their school’s student government organizations.
- Students have the right to seek office in student government or any organization regardless of race, sex, creed, or political beliefs.
- Student government officers and representatives have the right to attend official student government meetings.

RESPONSIBILITIES

- Student government officers and representatives have the responsibility to be alert to the needs of the school and the concerns of the student body and to work toward the satisfaction of these needs and concerns to the best of their ability.
- Students have the responsibility to consult with a faculty advisor prior to addressing these needs and concerns.
- Students have the responsibility to conduct election campaigns in a positive, mature manner, with candor, and due respect provided to their opponents.
- Students have the responsibility to participate regularly and to conduct themselves in an appropriate manner; to demonstrate positive leadership in school government; and to operate within the bounds of Board policies, administrative procedures, and school rules. All members of the school community share the responsibility for shaping student governments.

REQUEST FOR PUBLIC ACCESS TO STUDENTS DISTRIBUTION AND POSTING OF LITERATURE AND ADVERTISING MATERIAL

1. The District has established a limited flyer forum for publicizing notices of events and activities submitted by members of the community. These notices, in the form of flyers, shall be posted on the District's website. The purpose of the forum is not to permit all organizations to use it as a forum for free speech. The flyers submitted must be consistent with the educational mission and purpose of the District and shall be so reviewed before being placed on the website. The District reserves the right to close the forum at any time in its best interests. (See Board Policy 9700, Section C.) Submission to and distribution of student publications must be cleared through the Principal.
2. Materials pertaining to partisan elections shall not be distributed to students.

The school District's participation with the private sector and non-profit organizations does not constitute endorsement in regard to any goods or services.

Nothing in this policy is intended to supersede the collective bargaining agreements.

Authority: 1003.31, 1001.32(2), 1001.41(2), 1001.42(6), 1006.07(2)(c)

DIRECTORY INFORMATION

The rule for disclosure of Directory Information is contained in the Family Educational Rights and Privacy Act (FERPA).

1. Directory Information shall include that information set forth in FERPA. In addition to the exemptions listed in FERPA, the District will disclose limited directory information for eleventh and twelfth grade students to military recruiters and postsecondary institutions of higher education, upon request.
   Although permitted by law, release of directory information except to military recruiters and postsecondary institutions of higher learning only as required by Federal law, to third parties in the form of lists of student names, parent names, address and/or telephone numbers is prohibited within Collier County Public Schools.
2. The parent or eligible student shall have the right to inform the school in writing of the directory information that may not be released without the parent or eligible student's prior written consent. The District will disclose limited directory information to military recruiters and postsecondary institutions of higher education unless the Principal receives notice in writing that the parent does not wish the information to be disclosed.
   Such notification shall be made to the school, in writing, within thirty (30) days of the initial enrollment of the student each year.

If the parent fails to provide written notice to the Principal within thirty (30) days after the student has enrolled for the school year, the parent shall have consented to the release of limited directory information to military recruiters and postsecondary institutions of higher education.

Any written objection to parent or eligible student to any or all of the directory information being released shall be filed in the student's cumulative folder and recorded on the designated field of the District's student database.

The District will notify parents or eligible students annually in the *Code* that they may request that directory information not be provided. *(See Appendix E)*

Authority: F.S. 1002.22(2) and Board Policy 8330, Student Records

20 U.S.C. Section 7908; 10 U.S.C. Section 503

STUDENT CONDUCT BEHAVIOR CODE

Students must conduct themselves at all times in a manner that contributes to the best interest of the school system and not infringe upon the rights of others. The following activities will warrant disciplinary action including, but not limited to, the disciplinary options listed in the *Code*. A violation of the rule exists whether the conduct takes place on the school grounds at any time, off the school grounds at a school activity, function, or event, or en route to and from school or related school activities.

STUDENT SUBJECT TO CONTROL OF SCHOOL (F.S. 1003.31)

1. Subject to Florida Statutes, Department of Education regulations, and the Board, each student enrolled in a school is subject to the control of the school:
   a. during the time he/she is being transported to or from school at public expense,
   b. during the time he/she is attending school,
   c. during the time he/she is on the school premises participating with authorization in a school-sponsored activity,
   d. during a "reasonable time" before and after a student is on the premises for attendance at school or for authorized participation in a school-sponsored activity; and only when on the premises, be under the control and direction of the staff member in charge of the activity for which the child is on campus. However, each student is subject to the control and direction of the Principal in charge of the school during the time the student is otherwise en route to or from school or is presumed by law to be attending school. This also applies to time on the bus en route to or from school under the direct supervision of the bus driver.

   NOTE: with respect to subpart (c) above, this shall include all school sponsored activities or events, wherever they may be located or held, whether the student participates in them or not and whether the student is transported in a District vehicle or in a private vehicle.

2. There is a rebuttable presumption that the term "reasonable time" means 30 minutes before or after the school-sponsored activity is scheduled or actually begins or ends, whichever period is longer. A school or the District may, by policy or other formal action, assume a longer period of supervision *(see Activity/Athletic Code).* Casual or incidental contact between school District personnel and students on school property, outside of then referenced reasonable times, shall not result in a legal duty to supervise outside of the "reasonable times" set forth in this section. Parents shall be advised by posted signs of the school's formal supervisory responsibility and that parents should not rely on additional supervision. The duty of supervision shall extend only to students attending school and students authorized to participate in school-sponsored activities.

VIDEO AND AUDIO SURVEILLANCE EQUIPMENT

Some school facilities/buses employ video and audio surveillance equipment for security purposes. This equipment may be monitored at any time. All security videos remain the property of the Board. Videos involving identifiable students are confidential records and protected by the rules and procedures for the confidentiality of student records.

REMOVAL BY TEACHER (F.S. 1003.32)

1. A teacher may refer a student to the Principal's office to maintain effective discipline in the classroom. The Principal shall respond by employing appropriate discipline-management techniques consistent with the *Code* under FS. 1006.07.
2. A teacher may remove from class a student whose behavior the teacher determines is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to communicate effectively with the students in the class or with the ability of the student's classmates to learn.
3. If a teacher removes a student from class under the above subsection (2), the Principal may place the student in another appropriate classroom, in In-School Suspension, or in an alternative education program as provided by FS 1003.53; or the Principal may recommend the student for Out-of-School Suspension or expulsion, as appropriate. The student may be prohibited from attending or participating in school-sponsored or school-related activities. The Principal may not return the student to that teacher's class without the teacher's consent unless the committee established under FS.1003.32 determines that such placement is the best or only available alternative. The teacher and the Placement Review Committee must render decisions within five days of the removal of the student from the classroom.

PLACEMENT REVIEW COMMITTEE (F.S.1003.32)

Each school shall establish a committee to determine placement of a student when a teacher withholds consent to the return of a student to the teacher's class. Committee membership must include at least the following:

1. Two teachers, one selected by the school's faculty, and one by the teacher who removed the student (the teacher who withheld consent to readmitting the student may not serve on the committee)
2. One member from the school's staff who is selected by the Principal.

NOTE: For further definitions and forms please refer to *Appendix A.*

DEFINITIONS FOR SUSPENSIONS, ALTERNATIVE PLACEMENT, EXPULSIONS, EMERGENCY REMOVAL, AND SUSPENSION AND EXPULSION OF STUDENTS WITH DISABILITIES

Consequences for serious offenses include one or more of the following disciplinary actions: In-School Suspension, Out-of-School Suspension, alternative placement, expulsion, and emergency removal. Procedures for each of these actions are outlined here.

SUSPENSION (Out-of-School, In-School)

Out-of-School Suspension shall be defined as the removal of a student from instruction and school sponsored activities for up to ten (10) days as a disciplinary measure *(see Appendix B).* Students are remanded to the custody of their parents and may request homework assignments. It is the school's responsibility to respond to the request and it is the student's responsibility to complete the work provided. It is the responsibility of the Principal to follow the Matrix in consultation with, if needed, the Deputy Superintendent.

In-School Suspension shall be defined as the removal of a student from the regular school program and placement in the In-School Suspension room as a disciplinary measure.

Out-of-School Suspension or In-School Suspension may be ordered by the Principal for a serious breach of conduct including but not limited to willful disobedience, open defiance of school authority, use of profane or obscene language, and/or such other misconduct, determined to be disruptive to the school and/or to the learning environment. The maximum term of such assignment shall be ten (10) days. Only administrators have the authority to suspend a student from attendance either in school or in a given class.

In cases of serious offenses that may result in an Out-of-School Suspension, a parent conference will be held with the Principal, at which time the student will receive specific notice of the rule violation, a brief summary of the facts supporting the charge(s), and the opportunity to refute the charges and tell the student's side of the story.

If In-School Suspension follows, a good faith attempt is made to contact the parent by phone on the day of the In-School Suspension. The actual suspension may begin the same day or the following day. A written notice is given to the student to give to the parent on the day of the suspension or a copy is sent through the U.S. mail within 24 hours. The parent has the right to appeal the suspension to the Principal of the school.

If Out-of-School Suspension occurs, the parent is contacted as soon as possible. Every effort will be made to hold a parent conference on the telephone or a copy of the Out-of-School Suspension form is given to the student to give to the parent on the day of the suspension or a copy is sent through the U.S. mail within 24 hours. The parent has the right to appeal the suspension/placement decision to the Principal of the school.

A parent has the right to bring another adult to assist in communicating with school personnel at any meeting regarding the discipline of their child.

During Out-of-School Suspensions, students may not appear at their school, any other District site, or at any extra-curricular activities during the term of suspension; including all off-site District sponsored activities wherever they may be located or held. Also, during the term of suspension, the student is not permitted within the 500 ft. School Safety Zone of any Collier County School's grounds, inside buildings or at any school's functions. Trespassers will be subject to arrest and/or prosecution. The district reserves the right to extend the distance up to 1,000 ft. in the event the student's actions and/or conduct is disruptive or threatens the safety and well-being of students and staff or inhibits school operations in any way. This right shall include issuing further disciplinary actions.

Authority: F.S. 1006.07 – 1006.09, F.S 810.0975

ALTERNATIVE PLACEMENT

Serious Offense:

The Principal may recommend to the Superintendent the alternative placement or expulsion of any student who has committed a serious breach of conduct, including, but not limited to, willful disobedience, open defiance of authority of a member of the staff, violence against persons or property, or any other act which substantially disrupts the orderly conduct of the school including threats to cause serious bodily harm or physical damage or for any student who is arrested involving any misdemeanor offense involving the public display of weapons, the threat of discharge or the actual discharge of weapons which have been alleged to have occurred on non-District property, or any gang-related activity which creates a fear of imminent danger and/or potentially places another person's life, safety, and/or well-being at risk. Consistent with prevailing law on student due process rights in disciplinary situations, the Principal shall conduct a brief administrative review after notice to the student and parents, during the suspension period, to consider whether to recommend the alternative placement. Written notice to the student's parent may also be provided, and understood to include but not be limited to, email communication if an e-mail address has been provided. The student, parents, guardian, and interpreter may attend this meeting. If alternative placement is warranted, the Superintendent shall notify the student's parent(s) in writing of the placement. The student/parent may request an appeal to the District Alternative Placement Appeals Committee during the suspension period if the parent has new or additional information to share with the committee that was not shared during the review with the Principal. If no new or additional information is provided, the appeal will not proceed. The decision of the Committee shall be final and binding upon the student. If expulsion is recommended, the matter will be heard by the District School Board at a noticed hearing for that matter (see also, page 16).

For nonviolent offenses (e.g., tobacco/nicotine) and offenses that do not include weapons, threats, or false reports, students shall be recommended by the Principal to be alternatively placed for at least the semester in which the infraction occurred and one additional semester or for two semesters if less than four weeks remain in the current semester. For violent offenses (e.g., battery, fights) and offenses that include weapons, threats, or false reports, students shall be recommended by the Principal to be alternatively placed for at least the semester in which the infraction occurred and two additional semesters, for a period of not less than one (1) full year. Principals may recommend a longer placement for students who have repeated or habitual offenses of the same (or similar) type(s).

During the term of alternative placement, whether the student attends alternative schools or not, or during a term of expulsion, students may not appear at any District site or at any extra-curricular activities during the term of alternative placement or expulsion; including all off-site District sponsored activities wherever they may be located or held. Also, during the term of alternative placement or expulsion, the student is not permitted within the 500 ft. School Safety Zone of any Collier County School's grounds, inside buildings or at any school's functions. Trespassers will be subject to arrest and/or prosecution. The district reserves the right to extend the distance up to 1,000 ft. in the event the student's actions and/or conduct is disruptive or threatens the safety and well-being of students and staff or inhibits school operations in any way. This right shall include issuing further disciplinary actions.

Any student who is determined to have brought a firearm or weapon (see Rule 32 – Weapons, Firearms, Dangerous Instruments, and Contraband and F.S. Chapter 790) to school, to any school function and/or event, or onto any school-sponsored transportation, or to have possessed a firearm at school will be alternatively placed or expelled from all District schools and sites for a period of not less than one (1) full year and will be referred to mental health services identified by the District as well as the criminal justice or juvenile justice system. Any student who is determined to have made a threat or false report involving school or school personnel's property, school transportation, or a school-sponsored activity and/or event will be alternatively placed or expelled from all District schools and sites for a period of not less than one (1) full year and referred for criminal prosecution and mental health services identified by the District. Upon review, the Superintendent has the authority to extend

the alternative placement or expulsion assignment for serious offenses and/or if the student had previous alternative placement assignments. As a result of this action, the student may not appear on any Collier County Public School site or at any school sponsored activity during the period of alternative placement or expulsion. Violation of this restriction will be reported to law enforcement officials immediately as illegal trespass.

Authority: F.S. 1001.43(1), 1002.20(e), 1003.31(3), 1006.07, 1006.09, F.S. Chapter 790

Off Campus Felony/Delinquent Act:

F.S. 1006.09(2) provides that suspension proceedings may be initiated against any student who is formally charged with a felony, or with a delinquent act which would be a felony if committed by an adult, for an incident which allegedly occurred off public school property, if that incident is shown, in an administrative review of the conduct at issue to have an adverse impact on the education program, discipline, or welfare in the school in which the student is enrolled. Any student who is suspended as the result of such proceedings may be suspended from all classes of instruction and the Principal may recommend to the Superintendent the alternative placement of the student, or the Superintendent shall have the authority to determine if a recommendation for expulsion shall be made to the Board. By definition, a student is found to have committed a felony if he/she enters a plea of *nolo contendre* (no contest) or guilty, or a verdict of guilty is pronounced. This rule applies even if the court directs adjudication withheld. If a student is subsequently found not guilty, the suspension, alternative placement, or expulsion shall be terminated immediately.

Additionally, the District reserves the right to consider alternative placement or expulsion for any student who is arrested involving any misdemeanor offense involving the public display of weapons, the threat of discharge or the actual discharge of weapons which have been alleged to have occurred on non-District property, or any gang-related activity which creates a fear of imminent danger and/or potentially places another person's life, safety, and/or well-being at risk.

Board Policy 5500.01, Student Discipline and School Safety for Criminal Acts Not Occurring on School Property, may be viewed in its entirety at
http://go.boarddocs.com/fl/collier/pl/Board.nsf/goto?open&id=C7UKZY543F03

Authority: F.S. 1006.09

EXPULSIONS

The Principal shall conduct a review of the conduct at issue after notice to the student and parents, during the suspension period, to consider whether to recommend the expulsion of a student. The student, parents, guardian, interpreter and attorney may attend this meeting. The Principal may recommend to the Superintendent the expulsion of any student who has committed a serious breach of conduct, including, but not limited to, willful disobedience, open defiance of authority of a member of the staff, violence against persons or property, or any other act which substantially disrupts the orderly conduct of the school including threats to cause serious bodily harm or physical damage or for any student who is arrested involving any misdemeanor offense involving the public display of weapons, the threat of discharge or the actual discharge of weapons which have been alleged to have occurred on non-District property, or any gang-related activity which creates a fear of imminent danger and/or potentially places another person's life, safety, and/or well-being at risk. At the discretion of the Superintendent, students may be offered an alternative placement in lieu of expulsion. As a result of this action, the student may not appear on any Collier County Public School site or at any school sponsored activity during the period of expulsion. Violation of this restriction will be reported to law enforcement officials immediately as illegal trespass.

Expulsion shall be defined as prohibiting the attendance of a student in school for more than ten (10) days or separating a student from the school system, with Principal or School Board discretion, for a period not to exceed the remainder of the current school year and one (1) additional year, for most major disciplinary infractions. However, students shall be expelled for at least the semester in which the infraction occurred and one additional semester or for two semesters if less than four weeks remain in the current semester. As stated in the Gun Free Schools Act Requirement, "Possession or

use of a firearm requires a mandatory recommendation of expulsion for one full calendar year from the time the School Board takes action on the expulsion." Expulsion shall proceed before the School Board on the recommendation of the Principal and Superintendent.

If the Principal and the Superintendent recommend expulsion of the student, the Board may proceed and expel a student from school and/or an extracurricular activity for a period not to exceed the remainder of the current school year and one other. The following procedures shall be followed: The student will be given notice of the extension of suspension and notice of intention to conduct a review to consider the expulsion of the student. An expulsion administrative review will be held before the Board. Testimony and exhibits may be offered by both the Superintendent and the student. The student will have the right to receive specific notice of the charges, the right to examine evidence and exhibits, the right to be represented by legal counsel at the student's expense, the right to present evidence, the right to ask questions, along with their parents, at the review to obtain clarification of the issues being reviewed, the right that the decision be based on a preponderance of the evidence and the right to record the review upon mutual consent. The decision of the Board will be a final agency order.

The Board has the authority to honor or reject the expulsion or dismissal of a student by another District. If the expulsion is honored, the receiving District records a "final order of expulsion" and informs the applicant of this order.

Authority: 1001.43(1), 1003.01(10), and 1006.07

REMOVAL FROM CLASS AND EXTRACURRICULAR ACTIVITIES

A student may be removed from a class or activity if the student's presence poses a continuing danger to persons or property, or if the student's presence is an ongoing threat of disrupting the academic process. If a teacher recommends an emergency removal, the reason must be submitted to the Principal, in writing, as soon after the emergency removal as practicable. The following procedures will be followed:

1. Student will be given the reasons for removal and possible disciplinary measures during the review by the Principal.
2. The review will be held with the Principal prior to the student returning to the class or activity. The student will have the rule violation(s) against him/her explained and be given the opportunity to respond. The student will be informed of any penalties at that time. A good faith effort will be made to contact the parent by phone within 24 hours.
3. The parents will be notified in writing by U.S. mail within 24 hours if the decision is to suspend according to the procedures previously outlined.

SUSPENSION AND EXPULSION OF STUDENTS WITH DISABILITIES

Suspensions and expulsions for more than ten (10) consecutive days and/or a pattern of suspensions and expulsions that exceed ten (10) days in a school year may be considered "changes of placement" for students with disabilities who have a Section 504 Plan or who are eligible under the Individuals with Disabilities Education Act (IDEA) and have an Individual Educational Plan (IEP). When the student is removed from his/her educational placement for more than ten (10) days, a manifestation determination must be conducted to consider whether any strategies, interventions, or evaluations are appropriate and the student must be provided appropriate educational services in order to receive a free appropriate public education (FAPE).

Discipline guidelines for IDEA eligible students with disabilities are specified in the District's Exceptional Student Education Policies and Procedures (SP&P) and discipline guidelines for Section 504 students with disabilities in the District's 504 Procedures Manual.

SCHOOL SAFETY AND ZERO TOLERANCE

The Board believes it is essential that schools be safe and orderly to provide environments that foster learning and high academic achievement. Further, the Board believes schools should provide an environment that is without violence, drug-free, and protects students' health, safety, and civil rights. This belief assumes that all stakeholders, including students and parents, will take a personal responsibility in achieving this goal. Although education and prevention are the preferred means of achieving safe schools, there must be a clear statement of policy that violence and drugs in schools will not be permitted. Therefore, the Board hereby implements a zero tolerance policy against **school violence**, **crime**, and the use or possession of **controlled substances** or **weapons** as part of a comprehensive approach to controlling school violence and crime. This policy requires Principals to:

1. impose the most severe consequences provided for in the *Code* (FS. 1006.13) in dealing with students who engage in criminal acts on school property, on school sponsored transportation, or during school sponsored activities, or who make threats of widespread violence on school property;
2. notify a local law enforcement agency when an adult or a student commits the offenses set forth in F.S. 1006.13, or as otherwise set forth in paragraph 1 above, on school property, on school sponsored transportation, or at school sponsored activities;
3. adopt a process for facilitating active communication and cooperation between schools and law enforcement agencies, the Department of Children and Families, and the Department of Juvenile Justice in sharing information that will help school officials make the best decisions regarding students' educational services and placement; and
4. assist teachers and other school personnel, consistent with the Board policies and the *Code*, to act decisively and effectively when dealing with violent or disruptive youth.

The following offenses, without limitation, are listed in the *Code* to ensure that students found to have committed the offenses on school property, school sponsored transportation, or during a school sponsored activity shall receive the most severe consequences provided by Board policy. This is not an exclusive list:

A. Arson
B. Battery and Aggravated Battery
C. Bomb Threats
D. Bullying and Harassment
E. Drugs, Alcohol, and Narcotics
F. Fights
G. Gang-Related Activity or Membership in a Secret Society
H. Homicide
I. Kidnapping
J. Robbery
K. Sexual Assault and Battery
L. Threats and Threats of Widespread Violence
M. Weapon/Firearm/Explosive Device – Possession, Use, or Sale
N. Other Acts of Violence

Prior to taking such action against any student, the school administrator and Superintendent shall assure that appropriate due process procedures are followed. If a student committing one of the offenses outlined is in a program for exceptional students, excluding gifted, then school personnel shall follow Exceptional Student Education procedures.

Each school shall assure that all students and their families are aware of this policy. Such communications to families shall be consistent with the equal access provisions of Rule 6A-6.0908(2). The Board shall assure that all school personnel are aware of the contents of this rule and the Board's zero tolerance policy.

Principals shall ensure that local law enforcement authorities are notified as soon as possible when one of the offenses listed is committed on school property, on school-sponsored transportation, or during a school sponsored activity. Additionally, if the offense involves a victim, school officials shall notify the victim and the victim's parents if the victim of the offense is a minor and of the victim's right to press charges against the offender.

This policy is intended to supplement and not limit responses to inappropriate conduct of students and others on school property, school-sponsored transportation and/or during school-sponsored activities.

SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORTING (SESIR)

The School Environmental Safety Incident Reporting (SESIR) System collects data on 26 incidents of crime, violence, and disruptive behaviors that occur on school grounds, on school transportation, and at off-campus, school-sponsored events, during any 24-hour period, 365 days per year. Incidents are reported by schools to the districts which, in turn, provide the data to the Department of Education (DOE). SESIR takes a comprehensive look at serious crime and violence on the school campus. SESIR codes and definitions can be found on the DOE's website at http://www.fldoe.org/safe-schools/sesir-discipline-data/.

Throughout the *Code*, updated SESIR definitions are shaded in grey with language from the DOE and in accordance with Rule 6A-1.0017.

BEHAVIOR CODE

Seniors are warned that a suspension during the final days of the school year may result in the forfeiture of senior privileges including participation in commencement exercises.

"Incident codes" are listed within each Rule and the disciplinary actions may be referenced in the Matrix, pages 59 – 67.

While all board policies are applicable and must be adhered to, specific policies within each Rule have been provided as a guide.

RULE 1. ARSON OR FALSE FIRE ALARM/911 CALLS

Arson [ARS] (intentionally setting a fire on school property) means to intentionally damage or cause to be damaged, by fire or explosion, any dwelling, structure, or conveyance, whether occupied or not, or its contents. Fires that are not intentional, that are caused by accident, or do not cause damage are not required to be reported in SESIR.

Any student found to ignite a flame on campus or intentionally set a fire that does not cause damage would be under the definition of a **Safety Violation [SV]**.

Any student found guilty of maliciously or intentionally committing arson or activating a false fire alarm, firefighting equipment, or 911 call may be recommended to the Superintendent for expulsion from Collier County Public Schools. Also, he/she may be prosecuted in accordance with Florida Statutes.

Authority: F.S. 1006.08, 1006.13, 1006.09, 790.164, 806.10, 806.101, Board Policy 5500 (Student Conduct), and 5600 (Student Discipline)

Incident codes: AN (ARS), FA (DOC), OS (OMC), SV

RULE 2. BATTERY, PHYSICAL ABUSE BY A STUDENT

Aggravated Battery [BAT] (intentional great bodily harm) means a battery where the attacker intentionally or knowingly causes more serious injury as defined in Rule 6A-1.0017(8)(g), such as: great bodily harm, permanent disability, or permanent disfigurement; uses a deadly weapon; or, where the attacker knew or should have known the victim was pregnant.

Simple Battery [PHA] means an actual and intentional touching or striking of another person against his or her will, or the intentional causing of bodily harm to an individual.

Robbery [ROB] means the taking or attempted taking of money or other property from the person or custody of another anything of value that is owned by another person or organization, with the intent to permanently or temporarily deprive the person or owner of the money or other property under the confrontational circumstances of force, or threat of force or violence, and/or by putting the victim in fear. A key difference in Grand Theft and Robbery is that Robbery involves violence, a threat of violence or assault, and putting the victim in fear (see also Rule 29).

Any student found to be violent, verbally or physically aggressive, uncontrollable, or disruptive which requires removal from the classroom or area for behavior management, and otherwise not reportable in SESIR, would be referred under the definition of **Abusive Behavior [AZ]**.

A student shall not behave in such a way as to cause physical injury or violence to a fellow student or any other individual. Violence will not be tolerated under any circumstances.

Authority: F.S. 1003.32, 1006.07 – 1006.09, 1006.13, 784.011, 784.03, 784.045, 784.081, 836.10, Board Policy 5500 (Student Conduct), 5517.03 (Dating Violence and/or Abuse), and 5600 (Student Discipline)

Incident codes: IB (elementary only), AZ, YB (BAT), AG (BAT), YS (SXB), OS (OMC), PA (PHA), SA (SXA), RB (ROB)

RULE 3. ASSAULT, THREAT TOWARD ANY INDIVIDUAL(S), BOMB THREAT, THREATS OF WIDESPREAD VIOLENCE OR HARM, OR FALSE REPORTS

Threat/Intimidation [TRE] (instilling fear in others) means an incident where there was no physical contact between the offender and victim, but the victim reasonably believed that physical harm could have occurred based on verbal or nonverbal communication by the offender. This includes nonverbal threats and verbal threats of physical harm which are made in person, electronically or through any other means.

Any student found to make a verbal or nonverbal threat of physical harm whereby any victim does not reasonably believe that physical harm could have occurred and is not reportable in SESIR, would be referred under the definition of **Threat of Injury to Self/Others [TE]**.

Robbery [ROB] means the taking or attempted taking of money or other property from the person or custody of another anything of value that is owned by another person or organization, with the intent to permanently or temporarily deprive the person or owner of the money or other property under the confrontational circumstances of force, or threat of force or violence, and/or by putting the victim in fear. A key difference in Grand Theft and Robbery is that Robbery involves violence, a threat of violence or assault, and putting the victim in fear (see also Rule 29).

A student shall not behave in such a way as to threaten, conspire, or attempt to cause physical injury or violence to a fellow student or any other individual. Threats will not be tolerated under any circumstances.

No student shall make a false report or bring on school transportation, school grounds, or to a school activity a bomb or bomb replica with the intent to endanger, deceive, mislead, or otherwise misinform any school person or students about the placing or planting of a bomb or facsimile of any nature on or about school property. Any such "bomb threat" is a felony under Florida Law, and all students determined to have been involved in such an illegal act shall be prosecuted as well as recommended for expulsion by the school administration for a period no less than one full year (see also Rule 9).

No student shall make, plan, conspire or communicate any threat or false report of violence, widespread violence, harm to the school or any school personnel or students, or pose a threat to the safety of the school community. This includes knowingly bringing any substance, materials or equipment to school that result in a threat of violence or harm.

Bomb threats or threats of widespread violence or harm have a disruptive effect on school operations and activities, whether initiated by a student on or off school property.

Authority: F.S. 1006.07 – 1006.09, 1006.13, 1006.14, 790.161, 790.162, 790.163, 836.10, 877.03, 877.13, Board Policy 5500 (Student Conduct), and 5600 (Student Discipline)

Incident codes: TE, BT (DOC), DC (DOC), OS (OMC), RB (ROB), TE, YA (TRE), AT (TRE)

RULE 4. BULLYING AND HARASSMENT

Students shall not bully or harass.

Bullying [BUL] (intimidating behaviors that are repeated, intentional, and involve a power imbalance) means systematically and chronically inflicting physical hurt or psychological distress on one or more students or employees. Bullying includes instances of cyberbullying, as defined in Section 1006.147(3)(b), F.S. Bullying may include, but is not limited to: repetitive instances of teasing, social exclusion, threats, intimidation, stalking, physical violence, theft, harassment, public or private humiliation, or destruction of property. If the physical harm or psychological distress is not the result of systematic or chronic behavior, evaluate for Harassment. Any student found to have bullied another is in violation of this rule.

Cyberbullying means bullying through the use of technology or any electronic communication, which may include, but not be limited to, any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photoelectronic system or photo optical system, including, but not limited to, electronic mail, internet communications, instant messages, or facsimile communications. Cyberbullying includes the creation of a webpage or weblog in which the creator assumes the identity of another person, or the knowing impersonation of another person as the author of posted content or messages, if the creation or impersonation creates any of the conditions enumerated in the definition of bullying. Cyberbullying also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons, if the distribution or posting creates any of the conditions enumerated in the definition of bullying.

Harassment [HAR] (one-time, insulting behaviors) means any threatening, insulting, or dehumanizing gesture, use of data or computer software, or written, verbal, or physical conduct that places a student or school employee in reasonable fear of harm to his/her person or damage to his/her property; has the effect of substantially interfering with a student's educational performance, opportunities, or benefits or has the effect of substantially disrupting the orderly operation of a school including any course of conduct directed at a specific person that causes substantial emotional distress in such a person and serves no legitimate purpose. Instances of Harassment that are chronic or repeated in nature should be evaluated for Bullying or Bullying-related.

Sexual Harassment [SXH] means unwelcome conduct of a sexual nature, such as sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. Harassing conduct can include verbal or nonverbal actions, including graphic and written statements, and may include statements made through computers, cellphones, and other devices connected to the Internet. The conduct can be carried out by school employees, other students, and non-employee third parties (see also Rule 28).

Stalking means engaging in a course of conduct or pattern of behavior that would cause a reasonable person to fear for his or her own or the safety of others, or to suffer substantial emotional distress from such course of conduct or pattern of behavior.

Cyberstalking, as defined in F.S. 784.048(1)(d), means to engage in a course of conduct to communicate, or to cause to be communicated, words, images, or language by or through the use of electronic mail or electronic communication, directed at a specific person, causing substantial emotional distress to that person and serving no legitimate purpose.

Any student who willfully sends any email, text message, instant message, phone message, or posts to any social networking website (e.g. Facebook, Instagram, TikTok, Snapchat) with the intent to threaten, intimidate, or to bully another student or Board employee will be charged with cyber bullying and will face consequences. See Rule 8 – Disrespect, Harassment, Assault or Battery Upon School Personnel Inside or Outside the School Setting, for additional restrictions/clarification. See also Rule 7 – Communication – Abusive/Inflammatory/Obscene for off campus electronic communication that is obscene or profane, causes personal humiliation, or is likely to disrupt the school, educational, extracurricular or administrative process.

Board Policy 5517.01, Bullying and Harassment, may be viewed in its entirety at http://go.boarddocs.com/fl/collier/pl/Board.nsf/goto?open&id=CT3HNB48E003

Authority: F.S. 784.048(1)(d), 1006.13, 1006.147, Board Policy 2266 (Nondiscrimination on the Basis of Sex in Education Programs or Activities), 5517 (Zero Tolerance for Discriminatory and Harassing Misconduct by Students), and 5517.01 (Bullying and Harassment)

Incident codes: BH (BUL), BI (HAR), CH (BUL), SH (SXH)

RULE 5. BUS REGULATIONS

A STUDENT IS UNDER THE SUPERVISION OF THE DRIVER WHILE RIDING THE BUS. FAILURE TO ABIDE BY THE RULES AND REGULATIONS WILL RESULT IN LOSS OF RIDING PRIVILEGES.

A. Responsibilities of Students
   1. Occupy the seat assigned by the driver and to refrain from moving out of the seat at all times.
   2. Observe expected classroom conduct while entering, riding, and/or leaving the bus.
   3. Obey reasonable requests of the driver at all times and to report promptly to the school administrator when instructed to do so by the driver. Refrain from talking to the driver while the bus is moving.
   4. Cooperate with school personnel at the bus ramp, so that loading and unloading may be conducted with safety and courtesy.
   5. Be at the designated place in the morning ready to board the bus at least five minutes before the scheduled time. Orderly conduct is expected at the bus stop. The driver is responsible for maintaining a schedule and cannot wait for tardy students.
   6. Refrain from having food or drink in the bus area or on the buses.
   7. Refrain from having or using tobacco or nicotine products, narcotics, beverages containing alcohol, and drugs in the bus area or on the buses.

B. Safety of Students
   1. Stay off the roadway at all times while waiting for the bus.
   2. Wait until the bus has come to a complete stop before attempting to board.
   3. Remain in the seat until the bus has come to a complete stop and leave the bus only with the consent of the driver
   4. Enter or leave the bus only at the front door after the bus has come to a stop, except in case of an emergency or bus evacuation drill.
   5. Cross the road, in the following manner:
      a. Make certain the bus is stationary.
      b. Exit the bus, stand at the side of the road within the sight and hearing of the driver and wait for the proper signal for crossing.
      c. Upon signal from the driver, look both to the right and left and proceed across the road 12 feet in front of the bus.
   6. Keep all parts of the body inside the bus windows at all times.
   7. Refrain from throwing objects out of the bus windows or at a bus.
   8. Place band instruments on the lap or under the seat.
   9. Obtain written approval of the school Principal to change from the authorized bus stop.
   10. Be silent at all railroad crossings.

11. Refrain from fighting/pushing/tripping while boarding, riding, and leaving the bus.
12. Refrain from using abusive or profane language.
13. Refrain from having nuisance items on the bus, e.g., animals, water guns, sharp objects, glass items and/or toys.
14. Refrain from using cell phones and/or other electronic communication devices unless authorized by the driver.

C. Responsibilities of Parents
1. Ensure that their children arrive at the bus stop in the morning on time.
2. Provide necessary protection for their children in going to and from bus stops.
3. Accept joint responsibility with school authorities for the proper conduct of their children at the bus stop and on the bus.
4. Make reasonable effort to understand and cooperate with those responsible for student transportation.
5. Assume the responsibility of meeting the bus at their child's stop if the student is physically disabled.

Authority: F.S. 1001.42(10), 1001.51(9), 1006.07, 1006.10, 1006.21, Board Policy 5600 (Student Discipline)

Incident codes: B1, B2, B3

RULE 6. CHEATING

A. Types of cheating
1. During testing
   a. Looking at another student's paper/computer screen.
   b. Holding paper so that another student can read and/or copy.
   c. Using "cheat sheets," or other concealed information.
   d. Opening book to answers.
   e. Giving another student or students answers or test questions.
   f. Writing answers on desk.
   g. Sharing information via cyber or electronic communication devices.
2. Homework Assignments
   a. Copying another student's answers or papers.
   b. Submitting written report without having read complete assignment, e.g., reading a summary instead of a book
   c. Plagiarism of any source including the Internet.
3. Altering or changing answers on class papers.
4. Passing answers or information to other students between classes.
5. Paying or bartering with others to do school work.

B. Disciplinary action relating to cheating

1st offense:	failing grade on work and parents notified.
2nd offense:	failing grade on work and conference with an administrator, parents, and teacher. Other penalties will be determined from conference.
3rd offense:	possible loss of credit in course; parents notified.

C. Stealing tests, answer keys, or another student's work is treated as Rule 29 - Theft. Penalty same as School Discipline Code – Theft

Authority: Board Policy 5600 (Student Discipline)
Incident code: CT

RULE 7. COMMUNICATION - ABUSIVE/INFLAMMATORY/OBSCENE

A student (on campus or off campus) shall not use any method of communication, including electronic communication that is obscene or profane, causes personal humiliation, or is likely to disrupt the school educational, extracurricular or administrative process. Sending, sharing, viewing, or

possessing pictures, text messages, emails or other obscene, profane, or material of a sexual nature in electronic or any other form on a computer, cell phone, or other electronic device is prohibited.

Authority: F.S. 1006.08, 1006.13, 1006.147, Board Policy 5600 (Student Discipline)

Incident codes: BI (HAR), CD, DC (DOC), PR, AZ, BP, RF, RX, OS (OMC), SH (SXH), SM (SXO)

RULE 8. DISRESPECT, HARASSMENT, ASSAULT OR BATTERY UPON SCHOOL PERSONNEL INSIDE OR OUTSIDE THE SCHOOL SETTING

The orderly operation of schools and the accomplishment of their educational function require that students treat school personnel with respect and common courtesy both inside and outside the school settings. Students are prohibited from conduct in any setting which is disrespectful or harassing of school staff members or constitutes an assault or battery upon school staff. This includes, but is not limited to, any form of written or electronic communication that is derogatory or threatening in nature (see also Rule 4).

Whenever a student is charged with committing an assault, aggravated assault, battery, or aggravated battery upon any employee of the District, notwithstanding any other provision of law, the student shall be placed in an alternative school setting or expelled. Upon being charged with the offense, the student shall be removed from the classroom immediately and placed in an alternative school setting pending disposition.

Assault or battery on a school employee inside or outside the school setting is also punishable under Section 784.081, Florida Statutes (see also Rule 2).

Authority: F.S. 784.081, 836.10, Board Policy 5517 (Zero Tolerance for Discriminatory and Harassing Misconduct by Students), and 5600 (Student Discipline)

Incident codes: IB (elementary only), AZ, BI (HAR), PY, TE, ZB (PHA), OS (OMC)

RULE 9. DISRUPTION AND INTERFERENCE WITH SCHOOL

Disruption on Campus-Major [DOC] (major disruption of all or a significant portion of campus activities, school-sponsored events, and school bus transportation) means disruptive behavior that poses a serious threat to the learning environment, health, safety, or welfare of others. Examples of major disruptions include bomb threats, inciting a riot, or initiating a false fire alarm (see also Rule 3).

Any student found to cause a minor disruption (e.g., inside a classroom or not a significant portion of the campus), which is not reportable in SESIR, would be referred under the definition of **Disruption [RX]**.

No student shall:

1. occupy any school building or property with intent to deprive others of its use or where the effect thereof is to deprive others of its use.
2. block the doorway or corridor of any school building or property so as to deprive others of access thereto.
3. prevent or attempt to prevent the convening or continued functioning of any class, meeting, assembly, or activity on the school grounds.
4. prevent students from attending a class or school activity.
5. block normal pedestrian or vehicular traffic on the school grounds.
6. disrupt, make noise, or act in any other manner so as to interfere with the teacher's ability to conduct the class or any school activity.
7. disrupt a class or any other function of the school.

NOTE: The above infractions are examples and do not exclude other disruptive actions.

Authority: F.S. 1006.08, 1006.145, 877.13, Board Policy 5520 (Disorder and Demonstration)

Incident codes: RX, DC (DOC), RF, NI, OS (OMC)

RULE 10. DISTRIBUTION OF MATERIALS

One of the important roles of the school is to provide means through which the students may express themselves on a wide range of subjects. Official student publications, such as school newspapers, should include viewpoints representative of the entire student body. Students shall not publish or distribute libelous or obscene material. The normal rules for responsible journalism shall apply when literature is distributed on school property. Student publications may be banned if they are likely to cause a disruption of the school's educational environment. All materials distributed or posted on school property shall be reviewed and approved by the Principal.

Authority: F.S. 1006.28, Board Policy 5600 (Student Discipline)

Incident code: UD

RULE 11. DRESS AND GROOMING CODE

The following dress and grooming requirements are to be followed by all students. The Principal shall be the arbiter of student dress and grooming in his/her building. Individual Principals in consultation with their School Advisory Council (SAC) may make other requirements to avoid disruption of the educational process. The requirements listed in this *Code* are considered the minimal requirement for each school.

1. Safe footwear shall be worn at all times. No rubber flip-flops or bedroom slippers shall be worn.
2. Halter-tops, tube tops, bodysuits, short shorts, muscle shirts, spaghetti straps, midriff or backless shirts and blouses shall not be worn. Shoulder coverings must be at least two inches in width. Tops must be below the waistband or remain tucked in so that the midriff area is not exposed. No bare skin should be exposed at the waist or abdomen area. Clothing must cover the chest area to ensure that cleavage is not exposed.

   (See examples below)



3. Hair shall be clean and neatly groomed and shall not interfere with the educational process in the reasonable discretion of the Principal.
4. Hats, hoods, or other head coverings shall not be worn in the school building except for approved areas identified by the Principal or designated events approved by the Principal. Exceptions may be made by the Principal for head coverings worn for religious or medical purposes.
5. Intentionally altered clothing or unbuttoned and ill-fitted garments are not acceptable. Ill-fitted garments include but are not limited to garments that are too small so as to reflect immodesty or too large so as to appear to be falling off the body. Clothing that exposes underwear or body parts in an indecent or vulgar manner or that disrupts the orderly learning environment is prohibited. Mesh or see-through clothing may not be worn (FS1006.07 (2)(d)).
6. Clothing or personal belongings shall be free of inflammatory, suggestive, or other inappropriate writing, advertisement, or artwork, including but not limited to references of drugs, alcohol, nicotine, or weapons.
7. The wearing or display of flags on our campuses has historically caused dissension along with a potentially unsafe and hostile learning environment for our students. In an effort to provide safe schools and prevent potential disruption, the following flags are the only ones that may be displayed and/or worn on Collier County Public Schools campuses and at off campus school-related activities: (1) the United States and POW/MIA flags; (2) the State of Florida flag; and (3) official school flags. In addition, any related symbols may not be displayed or worn on campus or at off campus school-related activities. Exceptions to this rule may be made for national flags on special occasions or in designated areas consistent with the learning objectives of the District and at the discretion of the Principal.

8. Body adornment (e.g., adornments which pierce flesh) in any visible body part other than the ears shall not be displayed if such display presents a health or safety issue or if such adornment interferes with the educational process in the reasonable discretion of the Principal.
9. Items that may be used to do harm are prohibited (e.g., large belt buckles, sharp hair accessories, or finger rings that cover two or more fingers.)
10. The length of skirts/dresses and shorts shall reflect modesty, must be below the student's fingertips when the arms are held straight at the sides or mid-thigh, and shall be monitored by regulations enforced at each school.
11. Costumes, sleepwear, pajamas, or other clothing/adornment that creates a distraction is not permitted except for designated events approved by the Principal.
12. Gang clothing, symbols, or other items associated with gangs may not be worn, displayed or carried.
13. At schools with uniform or enhanced dress codes, Principals have the discretion to relax the uniform dress code due to inclement weather or designated events approved by the Principal.
14. To enhance student safety, all students shall wear a school-issued photo identification (ID) badge, displayed on their person, in plain sight, at all times during the school day. ID badges shall not be defaced or destroyed. ID badges are District property and shall be returned to the school once a student has been withdrawn.

Students may have the option to call home to request a change of clothes, or request a loaner change of clothes from the office, if available for a first time violation of this Rule.

Additional Language for Rule 11, Dress and Grooming Code

Individual schools may apply to the Board to implement a dress code that requires a uniform. The application process is as follows:

1. Students, parents and staff should be surveyed as to their opinion of the proposed additional restrictions.
2. Principals and the School Advisory Council (SAC) will set parameters to be used when surveying parents for their opinion.
3. The SAC should consider the results of the survey and make a recommendation to the Principal.
4. If the SAC recommends the additional restrictions and the Principal concurs, he/she should send a written recommendation to the Deputy Superintendent and include all pertinent information.
5. The Deputy Superintendent will present the recommendation to the Superintendent who will take the recommendation to the Board for their decision.
6. New schools that wish to apply to the Board for a dress code that requires a uniform will follow a slightly revised procedure in lieu of steps 1 to 3.
   a. The following individuals should have the opportunity to complete a survey regarding the proposed additional restrictions:
      i. Students who will be assigned to attend the school during its first year of operation;
      ii. The parents of the students referred to in (i); and
      iii. Staff members (recognizing that this will be a limited number of people).
   b. The Principal should seek input from the SAC of any school that will send more than 20% of the student population to the new school.
   c. The Principal should invite students and parents to a meeting at which they may provide input regarding the proposed additional restrictions.
   d. The Principal should consider the results of the survey and the input from the SAC, and if the Principal wishes to request additional restrictions, he/she should send a written recommendation to the Deputy Superintendent and include all pertinent information.

Authority: F.S. 1006.07, 1006.08, and Board Policy 5511 (Student Dress and Grooming)

Incident code: DV

RULE 12. ELECTRONIC DEVICES

Student possession of electronic devices on school grounds and school buses is a privilege for communication with parents and/or law enforcement and/or for the purpose of teacher-directed and approved research and instructional practice. Electronic devices include but are not limited to the following: cell phones; computers; smart watches; portable game units; digital media players, other mechanisms that enable users to communicate electronically person-to-person or through internet social networking sites (e.g., Facebook, SnapChat, Instagram, TikTok, and Twitter). The use of TikTok or any successor platform (including, but not limited to, QQ, WeChat, VKontakte, Kaspersky) is prohibited on District-owned devices, through Internet access provided by the District, or as a platform to communicate or promote any school, school-sponsored club, extra-curricular organization, or school athletic team.

In order to preserve the proper educational environment and prevent disturbances, the following conditions must be observed:

1. Electronic devices are to be powered off and NOT to be used during instructional time for personal use. Use during any other part of the school day is at the discretion of each Principal.
2. Electronic devices are to be powered off and silenced on District buses except as authorized by the driver.
3. The Principal may grant permission to use a cellular phone in the presence of an administrator for an emergency when other means of communication are not available (e.g., school phone).
4. The use of electronic devices while at school or on buses to record sound or visual images without the consent of the person being recorded or photographed is strictly prohibited.
5. The student may be disciplined for inappropriate content stored on electronic devices brought to school, school functions, and/or on the school bus.
6. The following will result in student discipline at school: refusal to turn off an electronic device when told to by a teacher, administrator, coach, counselor, or other school official; damaging an electronic device owned by the school; causing a disruption; using an electronic device to cheat, including getting and giving answers to tests and copying from the internet; using the electronic device to bully, threaten, harass, attack another student or school personnel whether or not communicated directly to that person; sending (or asking to receive) pictures or videos of people who are partially or completely undressed, or are pretending to or actually performing a sexual act.
7. The school may impose consequences to students who misuse electronic devices away from school on their own time if both of the following are true: The student's use of the electronic device causes significant disruption at school or serious emotional, physical, or psychological harm to the school, other students, or school personnel and the student knew, or should have known, that the harm would happen.
8. All school issued devices are for educational and instructional purposes only. Students are responsible for their devices and the contents searched and stored on their devices. Inappropriate use is strictly prohibited.
9. All Technology/Internet Use policies will be strictly enforced concerning student electronic devices.

Loss/Theft of personal items at school or on the bus is not the responsibility of the school or District.

Authority: HB 379, F.S. 112.22(1)(f), F.S. 1006.07 – 1006.09, Board Policy 5136 (Electronic Devices)

Incident codes: BI (HAR), BP, CD, CH (BUL) (see Rule 4 – Bullying and Harassment)

RULE 13. EXTORTION

Whoever threatens a battery on another or commits a battery on another for the purpose of obtaining goods, services, money or any other thing of value is subject to the disciplinary action taken by the school authorities and may be referred to police authorities (see also Rule 3).

Authority: F.S. 1006.07 – 1006.09, 1006.135, 1006.148, 836.05, Board Policy 5500 (Student Conduct), and 5600 (Student Discipline)

Incident code: ET (TRE)

RULE 14. FALSE ACCUSATIONS ABOUT A SCHOOL STAFF MEMBER

Any student found to have intentionally made false accusations that jeopardize the professional reputation, employment, or professional certification of a teacher or other member of the school staff may be recommended for expulsion. Any student found to have intentionally made false accusations against another student that could result in disciplinary action will be subject to appropriate disciplinary action.

Authority: F.S. 1006.07 – 1006.09, Board Policy 5600 (Student Discipline)

Incident code: LY, OS (OMC)

RULE 15. FIGHTING

Fighting will not be tolerated under any circumstances. Two or more persons mutually participating in use of force or physical violence that requires physical intervention or results in injury, regardless of who instigated the action, is considered an offense. Participating students shall face disciplinary action.

Fighting [FIT] (mutual combat, mutual altercation) means when two or more persons mutually participate in use of force or physical violence that requires either physical intervention or results in injury requiring first aid or medical attention. Lower-level fights, including pushing, shoving, or altercations that stop on verbal command are not required to be reported in SESIR.

Any student found to engage in a fight (mutual altercation) which did not require physical intervention or result in injuries requiring first aid or medical attention (e.g., lower-level fight, pushing, shoving, or altercations that stop on verbal command), which is not reportable in SESIR, would be referred under the definition of **Fighting-Minor/Mutual Altercation [FT]**.

Authority: F.S. 1006.07 – 1006.09, Board Policy 5500 (Student Conduct), and 5600 (Student Discipline)

Incident codes: FT, FX (FIT)

RULE 16. FORGING SCHOOL OR PARENTAL DOCUMENTS

Forging and/or changing school or parental documents is prohibited. False identification used to call-in for absence, checkout, tardies, and permission forms is also prohibited.

Authority: F.S. 1006.08, Board Policy 5600 (Student Discipline)

Incident codes: FR, FS (OMC)

RULE 17. GAMBLING

Students are not permitted to engage in any game of chance, any other game for money, or any other thing of value while under the supervision of school authorities.

Authority: F.S. 1006.08, 849.09, Board Policy 5600 (Student Discipline)

Incident code: GB (OMC)

RULE 18. GANGS, SECRET SOCIETIES, ILLEGAL ASSEMBLY OR INCITING OTHERS

The Board has initiated a philosophy of zero tolerance toward secret societies, gangs, and other similar groups. Students belonging to secret societies, gangs, and other similar groups may be suspended and recommended for expulsion. A student who counsels another student to assemble illegally to riot, disrupt, or violate any rule or school policy, or who himself disrupts or interferes with the lawful administration or function of the school shall be subject to disciplinary action by a school authority *(*also see Rule 11, Dress and Grooming Code*).*

A "gang" as defined in this policy and under Florida Code 874.03 means any ongoing organization, association or group of three or more persons, whether formal or informal, having as one of its primary activities the commission of one or more criminal acts, which has an identifiable name or identifying sign or symbol, and whose members individually or collectively engage in a pattern of criminal gang activity. The "pattern of gang activity" means the commission, attempt to commit, conspiring to commit, or solicitation of two or more criminal acts, provided the criminal acts were committed on separate dates or by two or more persons who are members of or belong to, the same criminal street gang. No student on or about school property or at any school activity:

1. shall wear, possess, use, distribute, display or sell any clothing, jewelry, emblem, badge, symbol, sign or other thing which is evidence of membership in or affiliation with any gang.
2. shall commit any act or omission or use any speech, either verbal or non-verbal (e.g., gestures or handshakes.) showing membership in or affiliation in a gang.
3. shall use any speech or commit any act or omission in furtherance of the interests of any gang or gang activity, including, but not limited to:
   a. soliciting others for membership in any gangs;
   b. requesting any person to pay for "protection" or otherwise intimidating or threatening any person;
   c. committing any illegal act or violation of District policies;
   d. inciting another person to act with physical violence upon any other person.

Authority: F.S. 1006.07 – 1006.09, 1006.14, 1006.135, 1006.148, 877.03, 877.13, Board Policy 5500 (Student Conduct), and 5600 (Student Discipline)

Incident code: GA, OS (OMC)

RULE 19. HAZING

A student shall not engage in any form of hazing activity involving other students. The purported consent or willingness of the other student to participate in a hazing activity, is not a defense to a discipline referral for hazing.

Hazing is any action by a student which intentionally or recklessly endangers or affects the mental or physical health, safety, welfare, or dignity of another student, or demeans, disgraces, degrades, embarrasses, or humiliates another student, in conjunction with an initiation into or participation in a school activity or program. This includes, but is not limited to, any form of electronic communication.

Hazing [HAZ] means any action or situation that endangers the mental or physical health or safety of a student at a school with any of grades 6 through 12 for purposes of initiation or admission into or affiliation with any school-sanctioned organization. Hazing includes, but is not limited to: (a) pressuring, coercing, or forcing a student to participate in illegal or dangerous behavior, or (b) any brutality of a physical nature, such as whipping, beating, branding, or exposure to the elements.

Hazing could also result in a period of suspension from participation in the student activity or program associated with the hazing incident.

Authority: F.S. 1001.43(1)(a), 1006.135, Board Policy 5516 (Student Hazing)

Incident code: HZ (HAZ)

RULE 20. INSUBORDINATION - DISREGARD OF DIRECTIONS OR COMMANDS, INCLUDING RESTROOM FACILITIES

A student shall comply with the reasonable directions or commands of all school personnel, regardless of whether a student is under their direct supervision, before, during, and after school hours while on school property or at school-sponsored activities, functions, or events. Teachers, guest teachers, teacher aides, secretaries, para-professionals, custodians, principals, administrative personnel, coaches, authorized volunteers and school bus drivers are considered school personnel. Reasonable directions or commands include but are not limited to appropriate behavior and dress at extra-curricular activities.

At no time may two or more students occupy a single restroom stall or changing facility.

Any student who willfully enters, for a purpose other than those listed in (A) through (C) below, a restroom or changing facility designated for the opposite sex on the premises of a District facility or at a district sponsored activity/event and refuses to depart when asked to do so by any instructional personnel, administrative personnel, or a safe-school officer is subject to discipline in accordance with the Code of Student Conduct.

A student may only enter a restroom or changing facility designated for the opposite sex under the following circumstances:

A. To accompany a person of the opposite sex for the purpose of assisting or chaperoning a child under the age of 12, an elderly person as defined in F.S. 825.101, or a person with a disability as defined in F.S. 760.22 or a developmental disability as defined in F.S. 393.063.
B. For the purpose of rendering emergency medical assistance or to intervene in any other emergency situation where the health or safety of another person is at risk.
C. If the appropriate designated restroom or changing facility is out of order or under repair and the restroom or changing facility designated for the opposite sex contains no person of the opposite sex.

Authority: HB 1521, F.S. 553.865, 1006.08, 1003.31, 1006.09, 1003.32, 1006.10, Board Policy 5600 (Student Discipline), Board Policy 7421 (Restrooms and Changing Facilities)

Incident codes: FF, ID, DA, VC, RV, DE, DX, OA, LY, NI

RULE 21. LASER POINTER LIGHTS - POSSESSION OR USE

Laser pointer lights are a hazard in that they can cause immediate impairment of the vision of others as well as long term damage to vision. Their possession or use is particularly dangerous on school buses. They are prohibited on all school property and at all school functions.

Injury or Accident (regardless of the number of offenses) shall result in ten days of OSS – recommendation for alternative placement, and authorities notified.

Authority: F.S. 1006.07 – 1006.09, Board Policy 5600 (Student Discipline)

Incident code: LD

RULE 22. LEAVING SCHOOL GROUNDS

Collier County Public Schools has adopted a philosophy of a "closed campus." Therefore, students are not permitted to leave the school grounds during the school day for any reason unless they have properly checked out with parental approval through the school office. Parents must follow check out procedures at their students' respective school sites. No student shall be dismissed without appropriate adult authorization. To keep the school environment safe by preventing students from bringing harmful contraband onto campus, students who leave campus in violation of Attendance Policy 5200 and return during the day are subject to a search of their person, possessions, and vehicle.

Authority: F.S. 1006.08, 1006.09, 1003.31, Board Policy 5600 (Student Discipline)

Incident codes: LS, OA

RULE 23. MOTOR VEHICLE - OPERATION AND STUDENT PARKING

The right to drive and operate a motor vehicle on school property is controlled by the State of Florida through the Department of Highway Safety and Motor Vehicles. All applicable state regulations will be enforced. The operation of a motor vehicle is controlled by various regulations and laws for the safety of all concerned and should be viewed as a privilege.

The Collier County Public Schools provide an area for designated high school students to park their vehicles. All students who drive to school must register their vehicle(s) and secure a parking permit. Parking a car on school grounds is a privilege not a right. This privilege may be suspended or revoked at any time.

Law enforcement officers and school officials working with drug detecting canine units periodically conduct unannounced checks of vehicles on school property. These checks may result in a search of vehicles on campus. A student who drives a vehicle to school is responsible for and considered to be in possession of any item in that vehicle. Students will be subject to disciplinary action for items found in vehicles that are prohibited in this *Code*.

Students are prohibited from having inappropriate, profane, or incendiary stickers or writing that could have a disruptive effect, on vehicles they park on CCPS campuses.

High school students are not permitted in their cars during any part of the school day, with the exception of those students who are released early by the school administrators. Upon arriving at school, students are to lock and leave their cars immediately. The student parking lot is for the parking of cars only, and students are not to congregate in the parking lot before, during, or after school.

Students who fail to abide by these rules and regulations or who operate their vehicle in an unsafe manner will lose the privilege of parking their vehicle on school property and are subject to disciplinary action, as well as potential citations that could be issued by law enforcement under Florida law or local ordinance.

Students who accumulate 15 unexcused absences in a period of 90 calendar days shall have their driver license or learner's driver license suspended.

Elementary and middle school students may not operate mopeds, motorized vehicles or scooters on school grounds.

Hoverboards may not be operated on school grounds.

Authority: F.S. 1006.08, 1003.27, Board Policy 5515 (Use of Motor Vehicles)

Incident code: PV

RULE 24. NARCOTICS, BEVERAGES CONTAINING ALCOHOL, AND DRUGS

A "controlled substance" means a narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, counterfeit drugs, or any other substance defined as an illegal controlled substance in Chapter 893 of the Florida Statutes. The Federal Controlled Substance Analogue Act allows any chemical "substantially similar" to an illegal drug to be treated as an illegal controlled substance. This would include any chemical which has a stimulant, depressant, or hallucinogenic effect on the central nervous system that is substantially similar to or greater than that of a controlled substance.

Alcohol [ALC] means possession, sale, purchase, distribution, or use of alcoholic beverages. Use means the person is caught in the act of using, admits to use or is discovered to have used in the course of an investigation. An "alcoholic beverage" means beer, wine, liquor, or any beverage containing alcohol or an intoxicant of any kind.

Drug Use or Possession [DRU] means the use or possession of any drug, narcotic, controlled substance, or any substance when used for chemical intoxication. Use means the person is caught in the act of using, admits to use or is discovered to have used in the course of an investigation.

Felony Drug Possession [DRU] [DF] means any drug substance that could be classified as a felony, with/without arrest, including receipt of a Delinquency Citation that identifies such possession as a felony level offense (e.g. liquid THC, dab pen, edibles)

Drug Sale or Distribution [DRD] means the manufacture, cultivation, purchase, sale, or distribution of any drug, narcotic, controlled substance or substance represented to be a drug, narcotic, or controlled substance.

A student shall not possess, sell, deliver, use, transmit, distribute, solicit, conspire to sell or obtain or be under the influence of a controlled substance or an alcoholic beverage while upon school property or in attendance at a school function. Any student who agrees, plans, or conspires with another student or person to commit an act described in this rule is guilty of conspiracy. Any student, who commands, encourages, hires or requests another student or person to engage in conduct violating this rule is guilty of solicitation. Possession of paraphernalia normally associated with the use of controlled substances is expressly forbidden. The manufacturing, possession, and/or use of fake identification or driver's licenses which are used to purchase illegal substances or alcoholic beverages is also a violation of this rule.

This rule also applies to misuse, possession, or distribution of legal drugs whether prescription or over-the-counter and the use of any items in order to attain an altered state. (See Appendix “C-1 and C-2” Medication Authorization Form and Parent Letter for legally prescribed medication and over the counter drugs). School personnel have the right to confiscate any items included in this rule. School personnel have the right to search individuals, lockers and personal property when there is reasonable suspicion that the individual may possess any items covered under this rule. Metal detectors and specially trained animals such as drug detecting dogs may be utilized in these searches.

A student may possess and use a medication to relieve headaches while on school property or at a school-sponsored event or activity without a physician's note or prescription if the medication is regulated by the United States Food and Drug Administration for over-the-counter use to treat headaches. The primary purpose of the medication must be to treat headaches. This does not apply to medication that is stored behind a counter or in a locked cabinet of any retailer.

Search and Seizure
The Board has initiated a philosophy of zero tolerance toward illegal substances for all of our public schools. As a preventative measure, periodic searches of our schools may be conducted. Drug detecting dogs will be used to locate drugs in the school building lockers, vehicles on school grounds and/or any other location on school property. Drug detecting dogs will not be used to search students.

NOTE: If paraphernalia contains residue, disciplinary action will be the same as “Use or Possession.”

Resources for help with drug and alcohol problems

Alanon/Alateen/Alcoholics Anonymous	85 12th Street S	262-6535
David Lawrence Mental Health Center	6075 Golden Gate Pkwy	455-8500
Narcotics Anonymous 24-Hour Club	1509 Pine Ridge Rd.	597-5681
Vince Smith House	2450 Prince St, Ft. Myers	338-2306

Authority: F.S. 1006.08, 1006.09, 1006.09(9), 877.111, 893.03, 893.13, 893.135, 893.145, 893.146, 893.147, HB 1537, Board Policy 5330 (Use of Medications), 5330.05 (Medical Marijuana), 5500 (Student Conduct), and 5600 (Student Discipline)

Incident codes: DT (OMC), DS (DRD), DO (OMC), DF (DRU), DP (DRU), DU (DRU), AP (ALC), AU (ALC), AD (ALC)

RULE 25. PUBLIC DISPLAY OF AFFECTION

Kissing, embracing, fondling or other displays of affection are not appropriate behavior in a school setting. In establishing and maintaining a sound educational environment, emphasis must be placed

on each student maintaining a feeling of self-respect, self-discipline, and a high standard of conduct. Respect for one's self, school and others is most often reflected in behavior of students. Affection for a boy or girl friend is a personal and private matter, and as such should not be demonstrated on school property. Students who engage in public displays of affection after a warning from school personnel will be guilty of willful disobedience, and disciplinary action will be taken.

Authority: F.S. 1006.08, 1006.09, Board Policy 5600 (Student Discipline)
Incident codes: RV, ID

RULE 26. SCHOOL PROPERTY – BUILDINGS/VEHICLES

Whoever willfully cuts, paints, marks or defaces any school owned property including, but not limited to, an educational building, furniture, apparatus, appliance, fence, tree, vehicle, school bus, athletic field, or other property with word, image, or device, shall be subject to disciplinary action by a school authority. Students and/or parents shall be held liable for the cost of repairs or replacement. The deliberate breaking or vandalizing of school property including disabling or altering computer hardware and software is subject to the same disciplinary action.

Criminal Mischief/Felony Vandalism – $1,000 threshold [VAN] (destruction, damage, or defacement of school or personal property) means willfully and maliciously injuring or damaging by any means any real or personal property belonging to another, including, but not limited to, the placement of graffiti thereon or other acts of vandalism thereto. Incidents that fall below the $1,000 threshold are not reportable in SESIR, but instead should be reported as locally-defined incidents according to district policies.

Any student found to destroy, damage, or deface school or personal property below the $1,000 threshold, which is not reportable in SESIR, would be referred under the definition of **Vandalism – Damage under $1,000 [DM].**

NOTE: Students who engage in any form of vandalism or attempted vandalism of school property may be suspended from school and referred to proper legal authorities for possible arrest and prosecution.

Authority: F.S. 1006.07– 1006.09, 1013.22, 806.13, Board Policy 5513 (Care of School Property)
Incident codes: DM, VD (VAN)

RULE 27. SCHOOL PROPERTY – MATERIALS/BOOKS/INTERNET/NETWORK AND OTHER DISTRICT DEVICES

Students are expected to take good care of school property. Students must assume full responsibility for the care of school property available to them. This includes, but is not limited to textbooks, uniforms, equipment, electronic devices, or library books. These items are issued by school personnel and must be returned to the same person upon completion of the school year or withdrawal from school. Responsibility for the property rests with the student to whom the property is issued. Loss of items due to theft or other circumstances will not be accepted as an excuse for nonpayment or for not doing class assignments. Failure on the part of any student to pay for lost or damaged items shall deprive the student of further use of free items outside the school. If an item is lost and before another one is issued, the student will be required to pay full price for items less than one year old. For older items, replacement cost will depend on the original price and the age and condition of the items when issued.

If the item is found and returned, a refund will be made to the student. If the item is damaged, the student is required to pay a damage charge depending upon the degree of damage and the condition of the item when it was issued.

The District's internet/network system has not been established as a public access service nor established to create a limited public forum. The District has the right to place restrictions on its use to assure that use of the District's internet system is in accord with its limited educational purpose.

Student use of the District's computers, network and internet services ("network") will be governed by Board Policy 7540.02, Board Policy 7540.03, and the *Code*.

The use of TikTok or any successor platform (including, but not limited to, QQ, WeChat, VKontakte, Kaspersky) is prohibited on District-owned devices, through Internet access provided by the District, or as a platform to communicate or promote any school, school-sponsored club, extra-curricular organization, or school athletic team.

Misuse of the network will result in disciplinary action. The due process rights of all users will be respected in the event there is a suspicion of inappropriate use of the network. Users have a limited privacy expectation in the content of their personal files, electronic files, and records of their online activity while on the network.

Authority: F.S. 1006.28, 1006.28(3)(b), 1001.43(1), 1001.51(4), 112.22(1)(f), HB 379, Board Policy 5513 (Care of School Property), Board Policy 7540.02 (Web Content, Services, and Apps)

Incident codes: CD, CE

RULE 28. SEXUAL MISCONDUCT, SEXUAL HARASSMENT

Sexual misconduct consists of sexual advances, sexually abusive and intimidating behavior, requests for sexual favors, or inappropriate oral, written, electronic (texting or sending pictures)~~,~~ or physical contact or conduct of a sexual nature.

Sexual Assault [SXA] means an incident that includes fondling, indecent liberties, child molestation, or threatened rape. Both males and females can be victims of sexual assault.

Sexual Offenses – Other [SXO] (lewdness, indecent exposure) means other sexual contact, including intercourse, without force or threat of force. Subjecting an individual to lewd sexual gestures, sexual activity, or exposing private body parts in a lewd manner.

Sexual Harassment [SXH] means unwelcome conduct of a sexual nature, such as sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. Harassing conduct can include verbal or nonverbal actions, including graphic and written statements, and may include statements made through computers, cellphones, and other devices connected to the Internet. The conduct can be carried out by school employees, other students, and non-employee third parties (see also Rule 4).

Students should report any sexual misconduct or sexual harassment to an administrator.

Reporting of a complaint will not adversely affect the reporting student's status, extracurricular activities, grades or work assignments.

Board Policy 5517 shall be enforced on and off school property whenever school employees have jurisdiction over students.

Violation of the sexual misconduct policy is grounds for disciplinary action and may also result in criminal penalties.

Authority: F.S. 1006.07 – 1006.09, Board Policy 5517 (Zero Tolerance for Discriminatory and Harassing Misconduct by Students), 5517.01 (Bullying and Harassment), and 2266 (Nondiscrimination on the Basis of Sex in Education Programs or Activities)

Incident codes: SM (SXO), SH (SXH), SA (SXA)

RULE 29. THEFT, ROBBERY

Theft or knowingly accepting stolen items is an unlawful act in our society and is very serious regardless of the value of the stolen item. All such acts, including not being truthful when confronted with such acts, are prohibited, and legal charges may be brought forth in addition to the disciplinary action taken by school authorities.

Grand Theft ($750 threshold) [STL] (taking of property from a person, building, or a vehicle) means the unauthorized taking of the property of another person or organization, including motor vehicles, valued at $750 or more, without threat, violence, or bodily harm. Incidents that fall below the $750 threshold are not reportable in SESIR, but instead should be reported as locally-defined incidents according to district policies. Thefts of property of any value that involve a use of force, violence, assault, or putting the victim in fear must be reported as Robbery.

Robbery [ROB] means the taking or attempted taking of money or other property from the person or custody of another anything of value that is owned by another person or organization, with the intent to permanently or temporarily deprive the person or owner of the money or other property under the confrontational circumstances of force, or threat of force or violence, and/or by putting the victim in fear. A key difference in Grand Theft and Robbery is that Robbery involves violence, a threat of violence or assault, and putting the victim in fear (see also Rule 3).

Any student found to take school or personal property from a person, building, or a vehicle below the $750 threshold, which is not reportable in SESIR, would be referred under the definition of **Petty Theft – Under $750 [ST].**

A student who fails to report a known theft when asked by staff will also be subject to disciplinary action.

Authority: F.S. 1006.07 – 1006.09, 812.014, Board Policy 5600 (Student Discipline)

Incident codes: ST, SX (STL), SC (STL), FS (OMC), RB (ROB)

RULE 30. TOBACCO/NICOTINE - POSSESSION OR USE

Tobacco [TBC] means the possession, sale, purchase, distribution, or use, distribution, or sale of tobacco or nicotine products on school grounds, at school-sponsored events, or on school transportation by any person under the age of 21. Tobacco incidents cannot be Drug-related.

Any student 21 years of age or older found to possess, sell, purchase, distribute, or use tobacco or nicotine products on school grounds, at school-sponsored events, or on school transportation, which is not reportable in SESIR, would be referred under the definition of **Tobacco – Over 21 only [TO].**

The use or possession of tobacco products, including but not limited to cigars, cigarettes, electronic/disposable/artificial cigarettes/vapes, pipes, chewing tobacco, snuff, and rolled items that contain tobacco, by students is prohibited on school grounds, in school buildings, on school-sponsored transportation, or at any school-sponsored activity. This restriction is in effect 24 hours a day, every day of the calendar year.

Smoking Prohibited Near School Properties F.S. 386.212

1. It is unlawful for any person under 21 years of age to smoke tobacco in, on, or within 1,000 feet of the real property comprising a public or private elementary, middle, or secondary school between the hours of 6 a.m. and midnight.
2. A law enforcement officer may issue a citation in such form as prescribed by a county or municipality to any person violating the provision of this section.
3. Any person issued a citation pursuant to this section shall be deemed to be charged with a civil infraction punishable by a maximum civil penalty not to exceed $25.00, or 50 hours of community service or, where available, successful completion of a school-approved anti-tobacco "alternative to suspension" program.
4. Any person who fails to comply with the directions on the citation shall be deemed to waive his or her right to contest the citation and an order to show cause may be issued by the court.

Authority: F.S. 1006.07 – 1006.09, 386.212, Board Policy 5512 (Tobacco Free Environment)

Incident codes: PT, TO, TP (TBC), TU (TBC)

RULE 31. VISITORS/TRESPASSERS

Trespassing [TRS] (illegal entry onto campus) means to enter or remain on school grounds, school transportation, or at a school-sponsored event, without authorization or invitation and with no lawful purpose for entry. Only incidents involving a student currently under suspension or expulsion, or incidents where any offender (student or non-student) was previously issued an official trespass warning by school officials, or where any offender was arrested for trespass are required to be reported in SESIR. Trespass incidents that did not have a prior official warning, did not result in arrest, or did not involve students under suspension or expulsion should be reported as locally defined incidents according to district policies.

Burglary [BRK] (illegal entry into a facility) means unlawful entry into or remaining in a dwelling, structure, or conveyance with the intent to commit a crime therein.

Any student found to enter any campus without permission or engage in behavior which encourages another student or adult to enter that campus without permission (e.g., enter another campus without permission, open an exterior door to a visitor), which is not reportable in SESIR, would be referred under the definition of **Safety Violation [SV]**. Any student who engages in this behavior shall be issued an official trespass warning.

Upon arrival at school, visitors must check in with the receptionist in the Main Office and present valid government issued identification. Unauthorized visitors will be prosecuted for trespassing.

Students are not permitted on school grounds and/or in school buildings before or after school hours without authorization or the supervision of a teacher or adult in authority. Stated authorization may be specific to the student or general as to the public. Students who trespass, unlawfully enter, and/or engage in any form of vandalism or attempted vandalism of school property will be suspended from school and referred to proper legal authorities for possible arrest and prosecution. Students who are suspended, expelled, or in an alternative placement for any rule violation are not permitted on any school property, nor are they allowed to participate in any school function for the duration of the suspension, expulsion, or alternative placement.

Authority: F.S. 1006.07 – 1006.09, 810.08, Board Policy 5600 (Student Discipline)

Incident code: TR (TRS), BU (BRK), SV

RULE 32. WEAPONS, FIREARMS, DANGEROUS INSTRUMENTS, AND CONTRABAND

Weapons Possession [WPO] (possession of firearms and other instruments which can cause harm) means possession of a firearm or any instrument or object as defined by Section 790.001(6) and (13), F.S., that can inflict serious harm on another person or that can place a person in reasonable fear of serious harm.

Any student found to be in possession of an item which could inflict serious harm or places a person in reasonable fear of serious harm, but is not defined by Section 790.001(6) and (13), F.S., which is not reportable in SESIR (e.g., common pocketknife), would be referred under the definition of **Dangerous Instrument [DI]**.

A student shall not possess, handle, or transmit any object that reasonably can be considered a weapon, instrument capable of inflicting bodily harm, a destructive device, (including counterfeit devices) or any other contraband materials.

Pursuant to State law, the School Board prohibits students from openly carrying a handgun or carrying a concealed weapon or concealed firearm, in a school safety zone, in any elementary or secondary school facility, any administration building, as well as into any Board meeting, or any setting that is under the control and supervision of the District for the purpose of school activities approved and authorized by the District including, but not limited to, property leased, owned, or contracted for by the District, a school-sponsored event, a school bus, a school bus stop, or in a District vehicle. In addition, the Board waives the vehicle exception as stated in F.S. 790.115 and prohibits keeping any

weapon or firearm in a private vehicle on school property, even if the firearm stays in the vehicle, is securely encased and is not readily accessible for immediate use, except as authorized in support of school sanctioned and supported activities as described below.

Definitions

For purposes of this policy, the following definitions shall apply:

A. "Administration building" is any Board-owned or leased facility where one (1) or more administrative employees are assigned.

B. "School property" means the property of any preschool, elementary school, middle school, junior high school, secondary school, career center, or postsecondary school, whether public or nonpublic.

C. "Weapons and firearms" as defined in F.S. 790.001 and include, but are not limited to, any weapon which will, is designed to, or may readily be converted to expel a projectile by the action of an explosive, knives, metallic knuckles, or other deadly weapon. “Weapon” also means any object which, in the manner in which it is used, is intended to be used, or is represented, is capable of inflicting serious bodily harm or property damage, as well as endangering the health and safety of persons.

This policy shall also encompass such actions as look-alike items, false fire alarms, bomb threats, or intentional calls to falsely report a dangerous condition.

The Superintendent is authorized to establish administrative procedures on weapons which require students to immediately report knowledge of weapons and threats of violence by students and staff to the building principal. Failure to report such knowledge may subject the student to immediate suspension and potential expulsion from school.

Exceptions

The only exception to the prohibitions set forth hereinabove include the following:

A. Students enrolled in the District’s Junior ROTC Program while under the direct supervision of a certified Junior ROTC instructor, may operate an air pellet rifle for the purposes of marksmanship training and competitions.

School authorities have the right to confiscate the above items and to search individuals when there is a reasonable suspicion that the individual may be in possession of such items. Possession and/or use of any such item by a student shall be grounds for recommendation for expulsion.

Principals may exercise discretion, in connection with the Matrix, regarding disciplinary decisions for students in possession of weapons located in a student’s vehicle if the weapon is not illegal, and if the student self-reports or upon clear and appropriate student explanation for having the weapon in his/her vehicle.

Further, as per the Zero Tolerance policy, Board Policy 5772, possession of a firearm or weapon (as defined in the above paragraph 1) on school campus or within 1000 ft. of the school or at any school-sponsored activity shall result in a recommendation for expulsion from the Collier County Public Schools and possible criminal penalties.

In addition, the Gun-Free Schools Act (GFSA), 18 USC 921 et. seq., states that state law requires local educational agencies to expel from school for a period of not less than one full calendar year a student who is determined to have brought a firearm to school.

The one-year expulsion requirement applies to all students, kindergarten through Post-Secondary, who bring firearms to any setting that is under the control and supervision of the school. The Superintendent may exercise his/her authority to determine any exception to this law, especially for elementary students, on a case-by-case basis.

Any student who brings a weapon to school will be referred to the criminal justice or juvenile delinquency system.

For the purpose of the GFSA, a firearm is defined in 18 USC 921.

According to Section 921, the following are included within the definition:

- any weapon which will or is designed to or may readily be converted to expel a projectile by the action of an explosive
- the frame or receiver of any weapon described above
- any firearm muffler or firearm silencer
- any explosive, incendiary, or poison gas
- any bomb
- any grenade
- any rocket having a propellant charge of more than four ounces
- missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or similar device
- any weapon which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half inch in diameter
- any combination of parts either designed or intended for use in converting any device into any destructive device described in the two immediately preceding examples, and from which a destructive device may be readily assembled

Authority: F.S. 1006.07 – 1006.09, 790.001, 790.01, 790.10, 790.115, 790.161, 806.111, 810.095, Board Policy 5772 (Weapons and Other Destructive Devices)

Incident codes: WP (WPO), DI

RULE 33. OTHER MAJOR/SERIOUS INCIDENTS OR DELINQUENT ACTS

Other Major [OMC] (major incidents that do not fit within the other definitions) means any serious, harmful incident resulting in the need for law enforcement consultation not previously classified. This includes any drug or weapon found unattended and not linked to any individual; such incidents must be coded with the appropriate Related element (such as Drug-related or Weapon-related) and incident involvement must be reported as unknown.

Examples of “Other Major” incidents may include gambling, producing or using counterfeit money, possession of child pornography, showing graphics depicting sexual acts, drug paraphernalia, any violent incident, or any incident which resulted in bodily injury.

Authority: F.S. 1006.07 – 1006.09, Board Policy 5500 (Student Conduct), and 5600 (Student Discipline)

Incident codes: OI, OS (OMC)

RULE 34. ATTENDANCE POLICY

PHILOSOPHY

The classroom experience is of unique value and that it cannot be duplicated by make-up work. Student interaction and the development of ideas through discussion are lost when a student is absent. A student's enrollment in a course is his/her commitment to attend all class sessions. Therefore, it is the intent of this policy to disallow student from being absent from class unless a situation exists which makes their absence absolutely necessary.

PURPOSE

The purpose of this attendance policy is to foster responsibility and reliability on the part of District students to attend all classes. Students will acknowledge greater emphasis on attendance at school because credit in their classes will be contingent upon their presence.

ABSENCES

A. **Excused Absences**

1. An illness of the student documented by a doctor's statement or a documented medical/dental appointment
2. An observance of an established religious holiday or for pre-arranged religious instruction as defined in Board Policy 5223 (documentation of the religious affiliation of the student may be required by school officials)
3. A court subpoena, a required court appearance, or placement in detention at a juvenile center in which the student continues his/her education
4. Out-of-School Suspensions

B. **Approved School-Related Activities** (not to be counted as absences)

1. Academic activity or school-sponsored field trip directly related to the instructional outcomes of one (1) or more courses
2. Other approved student activities such as Student Council, National Honor Society, class meetings, and academic/athletic competitions

The student's parent or legal guardian shall make a call to the school or give advance written notification to the school when a student will be absent for excused reasons.

C. **Validated Absences**

Brief illness, appointments, and family business are considered absences for purposes of meeting attendance policy requirements. Absences must be documented by written notes from parents.

D. **Unexcused Absences**

Unexcused absences shall include, but not be limited to truancy, class cuts, and tardies to class of ten (10) minutes or more.

DRIVER'S LICENSE AND TRUANCY COURT

Pursuant to Florida Statute, accruing excessive unexcused and/or validated absences will cause a student to be designated "habitually truant" and will result in a referral of the student to Truancy Court or recommendation for revocation of the student's driver's license [F.S. 1003.26, 1003.27, 984.151].

MAKE-UP WORK

Students are to be provided one (1) school day for each school day absent to make-up work missed without academic penalty. It is the responsibility of the student to arrange for such make-up work. Work not made up within the specified time period will receive a grade of "F". The Principal may extend the time for make-up work when in his/her judgment extenuating circumstances justify such extension. However, long-term assignments given before the student is absent are expected to be turned in on the date the student returns to school. These provisions shall apply to all grade levels.

TARDINESS/EARLY DISMISSAL

It is necessary that a student be in attendance throughout the school day in order to benefit fully from the educational program of the District. The Board recognizes, however, that from time to time compelling circumstances require that a student be late to school or dismissed before the end of the school day.

A student is tardy when the student arrives after the beginning of the school day or when the student is not inside the assigned room of a class when the tardy bell rings.

It is required that the school be notified in advance of such tardies by request of the student's parent, which shall state the reason for the tardiness or early dismissal. A student's tardiness to school or early dismissal from school shall be excused at the discretion of the Principal. A student who is habitually late to school and/or chronically dismissed early shall be subject to disciplinary action by the school administration including but not limited to In-School Suspension, a required parent conference, Parental Choice status rescinded, and/or referral to Truancy Court.

ATTENDANCE PROCEDURES

Classroom activities are of unique value and cannot be duplicated by make-up work. Student interaction and the development of ideas through discussion are lost when a student is absent. A student's enrollment in a school is a commitment to attend school each day. Therefore, it is the intent of this rule to encourage students to be present daily in school unless a situation exists which makes their absence absolutely necessary. Further, it is incumbent on each school to provide a meaningful and relevant program with appropriate incentives to promote student commitment to education and attendance.

School attendance shall be the responsibility of parents and students. All students are expected to attend school regularly and to be on time for classes in order to benefit from the instructional program and to develop habits of punctuality, self-discipline, and responsibility.

A student who is absent without the Principal's or Designee's approval shall have his/her parent or legal guardian report such absences to the school center in the manner prescribed by the *Code*.

A student shall be considered truant when absent without parent or legal guardian permission or when the parent or legal guardian consents to unnecessary absences (e.g., vacations, etc.) which will be recorded as unexcused.

STUDENT ABSENCE NOTIFICATION

Parents/Guardians are required to notify the school when their child is absent and inform the school of the reason for the absence within twenty-four (24) hours by a telephone call or written note. In order to qualify for an excused or validated absence the parent must notify the school of the child's absence within twenty-four (24) hours of the date of the absence. A phone call on the date of the absence prior to 10:00 a.m. is preferable. If it is not possible for the school to be contacted by phone, then the parent is to send a note with the student on the day the student returns to school explaining the absence. Failure to notify the school within twenty-four (24) hours by phone or note when the student returns will result in the absence being unexcused regardless of the reason for the absence. If the school is not notified by 10:00 a.m. on the day of the absence, the school will attempt to contact the parent when practical and possible. The Principal may waive the twenty-four (24) hour notification requirement when in his/her judgment extenuating circumstances justify such a waiver. In addition to parent notification, absences require written verification to be excused.

The school will make a good faith effort to contact parents per Administrative Procedure 5200 and Florida Statute 1003.26.

HIGH SCHOOL COURSE CREDIT

High school course credit shall be a function of demonstrated mastery of the student performance standards in the course of study as provided by the rules of the School Board. At the high school level and for high school courses taken at middle school, credit is earned by attaining a passing average for the semester and by accumulating NO MORE THAN NINE (9) days absent for the semester. No distinction will be made between excused, validated, and unexcused absences when calculating absences for earning of credit. Excused absences will be considered prior to a decision being made on failure to meet attendance requirements.

HIGH SCHOOL COURSE CREDIT - DUE PROCESS PROCEDURE

A student who does not earn high school credit because of the failure to meet attendance requirements may file an appeal within ten (10) days of the date of notification of loss of credit. A

committee consisting of an administrator, a counselor, and a faculty member will review cases in which granting of credit is requested by a student and/or parent. After review of the student's case, the committee shall make a recommendation to the Principal as to the granting of such credit.

HIGH SCHOOL COURSE CREDIT - LATE ENTRY PROCEDURE

Students may enter school late at any time for the purpose of gaining skills and knowledge in courses. The fact that the student may enter does not, however, guarantee that academic credit will result.

Students entering after the drop-add period, are to be graded as follows:

A. Absences prior to enrollment excused - student may make up work and be graded.
B. Absences prior to enrollment unexcused, other than Out-of-School Suspension - student receives a failing grade for work not completed while not enrolled. Marking period grades are derived from accumulated F's and work done from entering to end of the grading period.
C. Attendance policy requirements for earning credit are to be applied as with any other student, with the days prior to enrollment counted as absences.
D. A student enrolling after the commencement date of a course must attend at least ninety percent (90%) of the class meetings occurring after the student's date of enrollment. Upon absences exceeding ten percent (10%) in any course and absence of more than ten percent (10%) of the time remaining in the course after enrollment of transfer students, the student and parents shall be notified that the student will not earn credit for the course in that and any other courses in which these absence limits are exceeded.

Board Policy 5200, Attendance, may be viewed in its entirety at

http://go.boarddocs.com/fl/collier/pl/Board.nsf/goto?open&id=CT3HN948DFFC

Administrative Procedure 5200, Attendance, may be viewed in its entirety at
http://go.boarddocs.com/fl/collier/pl/Board.nsf/goto?open&id=BSMQ56679559

NOTE: F.S. 1003.26, 1003.27, and 984.03(27) requires each school Principal to report each habitually truant student to the designated District Administrator. Further, it requires the Superintendent to report to the Department of Highway, Safety, and Motor Vehicles the name and other identifying information of students who are habitually truant. The definition of habitually truant is a student who has fifteen (15) unexcused absences within ninety (90) calendar days.

Authority: F.S. 1002.20(2), 1003.21, 1003.24, 1003.26, 1003.27, Board Policy 5200 (Student Attendance) and 5230 (Late Arrival and Early Dismissal)

Incident codes: CC, TX, TT

RULE 35. ACTIVITY/ATHLETIC CODE OF CONDUCT

The Board invites all students (hereinafter referred to as participants) who possess the ability, attitude, cooperative spirit, and desire to favorably represent our secondary schools to become candidates and participate in our interscholastic or extracurricular activities programs. For the purpose of this Code, interscholastic or extracurricular activities (hereinafter to include school-based meetings, practices, performances, games, and contests) applies to all Florida High School Athletic Association (FHSAA), other state sponsored activities and all other Collier County Public School high school sponsored organizations, officers, participants and/or members on the following conditions.

Participation in these activities is a privilege and not a right. There is a relationship between a participant's behavior on and off school property and the exercise of the participant's privilege to participate in these activities. Participants are representatives of their school and of their fellow students.

Students participating in interscholastic or extracurricular activities have higher visibility and greater recognition, assume leadership roles and become examples for their peers. This creates a duty and responsibility on the part of a participant to conduct himself or herself, on and off school property, in a proper manner. There is also a relationship between these activities and a participant's health,

physical and mental ability, social competence and discipline. Appropriate behavior by a participant can contribute significantly to the overall character of participants and non-participants.

In order to maintain a high level of performance in interscholastic or extracurricular activities, all candidates are required to subscribe to and abide by the rules set forth in this *Activity/Athletic Code of Conduct*. However, coaches, music directors and club/class sponsors have the discretionary authority to deviate from the *Activity/Athletic Code of Conduct* only to establish additional standards and rules for their respective activities that are more rigorous and restrictive than those already outlined, if they are consistent with the philosophy of this Code. Such additional standards and rules must be reviewed and approved for their appropriateness by the Activities Coordinator and the Principal and must be clearly communicated in writing to all participants and their parents prior to the beginning of the activity, and before being applied to a participant for an unusual or special circumstance.

It is important that the participant understand that these rules are to be adhered to for as long as the participant is involved in an interscholastic or extracurricular activity throughout the participant's school career. Following a participant's first career participation in an extracurricular activity, wrongful acts that occur at any time in or out of school, 365 days a year, will be subject to code enforcement. It is important that the participant and parent understand that participation in these activities is a privilege, not a right, and in no way a requirement for graduation. Participants who believe they will not be able to adhere to the guidelines contained in this Code should make the decision not to participate in the interscholastic or extracurricular activity programs. It is with this understanding that we require our participants to exemplify outstanding character. Participants pledge their support to the high standards of this *Activity/Athletic Code of Conduct* and agree to abide by the provisions of this Code, when they participate in one or more of the interscholastic or extracurricular activities covered by this Code.

In the event a participant fails to comply with these high standards, it shall be interpreted by the coach, music director, or sponsor as an indication that the participant does not have sufficient desire to participate in the chosen interscholastic or extracurricular activity program. Failure to comply with the Code may result in temporary or permanent suspension from interscholastic or extracurricular activities, as set forth below. (The provisions of discipline, including alternative placement or expulsion, found on pages 15 – 17, are incorporated by reference herein).

Copies of the Collier County Public Schools' *Activity/Athletic Code of Conduct* will be discussed and distributed to all participating students at their respective schools at the beginning of each activity period or school year, or at the time a student may initially transfer into a Collier County Public School. Parents will be invited to attend an activities meeting to receive information and discuss the Code.

A. ATTENDANCE REQUIREMENTS

1. Participants in interscholastic or extracurricular activities must attend their entire scheduled school day to be eligible to compete, and/or perform in activities on that day and report to school on time the next day to participate in the next event or activity. Exceptions to this requirement must be cleared IN ADVANCE by the Activities Coordinator after conferring with the Principal.
2. Only those students not currently suspended from interscholastic or intrascholastic extracurricular activities, or suspended or expelled from school, pursuant to a district school board's suspension or expulsion powers provided in law, including F.S. 1006.07, 1006.08, and 1006.09, are eligible to participate in interscholastic and intrascholastic extracurricular activities.
3. A student may not participate in a sport if the student participated in that same sport at another school during that school year, unless the student meets the criteria in F.S. 1006.15(3)(h).
4. A student's eligibility to participate in any interscholastic or intrascholastic extracurricular activity may not be affected by any alleged recruiting violation until final disposition of the allegation pursuant to F.S. 1006.20(2)(b).

5. Students who participate in interscholastic and intrascholastic extracurricular activities for, but are not enrolled in, a public school pursuant to F.S. 1006.15(3)(c)-(e) and (8), are subject to the board's Code of Student Conduct.
6. The provisions of this subsection apply to interscholastic and intrascholastic extracurricular activities conducted by charter schools and private schools, as applicable, except that the charter school governing board, or equivalent private school authority, is responsible for the authority and responsibility otherwise provided to district school boards.

B. 2.0 CUMULATIVE GRADE POINT AVERAGE REQUIREMENT AND CRITERIA FOR MEMBERSHIP AND PERFORMANCE FOR INTERSCHOLASTIC AND EXTRACURRICULAR ACTIVITIES

1. There is no appeal for students who do not meet the 2.0 cumulative G.P.A. academic requirements for the previous semester as stipulated by the FHSAA and the Collier County Public Schools in required courses for graduation.
2. It should be further understood that the coaches, music directors, and club/class sponsors will be the sole judges of membership and performance of candidates; and if, or to what extent, they are to participate.

C. CONSEQUENCES OF SUBSTANCE USE/ABUSE

NOTE: Consequences are imposed for code violations regardless of age, and must be served even if the violation(s) occur outside of the participant's active season. If no activities in which the student would participate are scheduled at the time of the Code administration, the participant shall be ineligible for the first calendar days and/or contests, as determined by the specific code violation, of the next regularly scheduled activity in which the participant would otherwise have participated.

1. **TOBACCO/NICOTINE (e.g. vapes, cigars, cigarettes)**
   A participant who uses and/or possesses any tobacco/nicotine product, regardless of age, shall be in violation of the Code. If a violation of the Code for possession or use of tobacco occurs, then the following consequences will result:
   a. **FIRST OFFENSE** – A participant who commits a first offense will be ineligible for the next **fourteen (14) calendar** days from the time of administrative action. The first offense does not carry with it a suspension from practice(s). (Suspension from athletics/activities includes a suspension for one (1) contest).
   b. **SECOND OFFENSE** – A participant who commits a second offense shall be ineligible for the next **twenty-one (21) calendar** days from the time of administrative action. Additionally, a second offense carries with it a suspension from a minimum of three (3) contests. The second offense does carry with it a suspension from practice(s).
   c. **THIRD OFFENSE** – A participant who commits a third offense shall become ineligible from any interscholastic or extracurricular activity participation for **one calendar year from the date of the administrative action taken**.
2. **"IN ASSOCIATION WITH" PERFORMANCE-ENHANCING DRUGS*, NARCOTICS, BEVERAGES CONTAINING ALCOHOL AND OTHER ILLEGAL DRUG USE**
   *A performance-enhancing drug is defined as a drug or supplement used to boost athletic performance, ward off fatigue and/or enhance physical appearance.
   *A participant who is "in association with" alcohol and/or other controlled substances will be in violation of the ***Activity/Athletic Code of Conduct***. "In association with" is defined as, "any participant who is in attendance at any location where alcohol or other controlled substances are being used illegally and who knew or had reasonable belief that such would be used, or who, without foreknowledge of such, chose to remain at the location after the illegal use became known to the participant."

a. **FIRST OFFENSE** – A participant who commits a first offense will be ineligible for the next **seven (7) calendar** days from the time of administrative action. The first offense does not carry with it a suspension from practice(s).
b. **SECOND OFFENSE** – A participant who commits a second offense shall be ineligible for the next **fourteen (14) calendar** days from the time of administrative action. Additionally, a second offense carries with it a suspension from a minimum of two (2) contests. The second offense does carry with it a suspension from practice(s).
c. **THIRD OFFENSE** – A participant who commits a third offense shall become ineligible from any interscholastic or extracurricular activity participation **for one calendar year from the date of the administrative action taken**.

3. **CONFIRMED POSSESSION AND/OR CONSUMPTION OF PERFORMANCE ENHANCING DRUGS, NARCOTICS, BEVERAGES CONTAINING ALCOHOL AND OTHER ILLEGAL DRUG USE AND DRUG PARAPHERNALIA.**

   A participant who is confirmed to have consumed and/or possessed any performance enhancing drug, alcoholic beverage or other illegal drug, and/or drug paraphernalia shall be in violation of the *Activity/Athletic Code of Conduct*. If a violation of the Code for consumption and/or possession of a performance enhancing drug, alcohol or illegal drug and/or drug paraphernalia occur, then the following consequences will follow:
   a. **FIRST OFFENSE** – A participant who commits a first offense, under this section, shall be ineligible from the time of administrative action as follows:
      Twenty-one (21) calendar days, and a suspension for a minimum of three (3) contests. The first offense does carry with it a suspension from practice(s).
   b. **SECOND OFFENSE** – A participant who commits a second offense, under this section, shall be ineligible from the time of administrative action as follows:
      Thirty-five (35) calendar days, and a suspension for a minimum of five (5) contests. The second offense does carry with it a suspension from practice(s).
   c. **THIRD OFFENSE** – A student who commits a third offense shall become ineligible for any interscholastic or extracurricular activity participation for one calendar year from the date of the administrative action taken. In order to regain eligibility, a student must also satisfy the requirements set forth in this section. Additional conditions, including but not limited to follow-up drug testing and/or a behavioral contract, may also be a prerequisite for reinstatement, at the discretion of the Principal.

4. **RANDOM STUDENT DRUG TESTING**
   a. This section applies only to those students who are participating in an FHSAA-sponsored sport and/or cheerleading: Participants engaging in these activities must agree to submit to a random drug test, without prior warning, whenever called upon to do so by school administrators. The participant and his/her parent must sign a consent form to that effect before the student will be permitted to participate in any manner. The random drug testing program will be carried out under the authority of Board policy, and every effort will be made to protect the privacy and confidentiality of the students. A positive result of a random drug test will be considered sufficient evidence of a violation of section C.3. of the *Activity/Athletic Code of Conduct*, and consequences will be assigned in accordance with section C.3. of the *Activity/Athletic Code of Conduct*.
   b. If it is determined (at the time of sample donation or subsequent to lab testing) that a student has deliberately adulterated or contaminated the sample in some manner, or attempted to use a masking agent, the student shall be informed that he or she will be suspended from all interscholastic or extracurricular activities covered by this rule for one (1) calendar year from the date of notification. In order to regain eligibility a student must also satisfy the requirements set forth in C.3. of this rule.
   c. If a student refuses to submit to drug-testing when requested, after having submitted a duly executed consent form, the student shall be informed that he/she will be suspended from all interscholastic or extracurricular activities covered by this rule for one (1) calendar year

from the date of notification. The student will be required to sign a form attesting that he/she is refusing to submit to testing and is aware of the consequences. In order to regain eligibility a student must also satisfy the requirements set forth in Section E. of this rule.

d. When a student violates this rule, as described in this section (Random Drug Testing) regains eligibility, the student athlete will be subject to additional drug tests, at times that would not be previously disclosed to the student athlete. The student athlete will be subject to the additional drug tests for a period of time up to one (1) calendar year from the date of reinstatement to full eligibility.

D. GENERAL MISCONDUCT

When making a decision about general misconduct, it is important for our professional staff to emphasize to their participants that maintaining the highest standards of behavior at all times is of utmost importance and that "winning at any cost" is not an appropriate goal. The importance of maintaining good physical, moral and ethical behavior as well as a commitment to the core values of sportsmanship and citizenship are the strongest messages we can send to our participants while they participate in our interscholastic or extracurricular activity programs.

1. The Principal shall suspend a participant for other violations considered to be unbecoming to the high standards of our interscholastic or extracurricular activity programs. These violations may include wrongful acts on and off school property, but are not limited to, commission of an act that would be a misdemeanor (other than a minor traffic violation) or a felony under the laws of the State of Florida, violation of the *Code*, disruptive behavior, violations of particular state or local membership rules (e.g., breaking team curfew, being late for meetings, practices, or contests), general disrespect toward the coach, sponsor, teacher, players or fans and unsportsmanlike conduct to the team or program. The coach, sponsor, or music director will report, as soon as reasonably possible, in writing to the Activities Coordinator, Principal and the parents stating the violation(s) and the reason(s) for the proposed suspension and/or loss of office of the participant. Suspension under this category may be both for practice and/or contests. The length of the suspension should be applied fairly and should be commensurate with the violation(s). The Principal may overrule a coach's, sponsor's, music director's or activity coordinator's suspension if it is deemed insufficient or inappropriate to the violation(s).
2. All students must maintain satisfactory conduct. The participation in extracurricular or interscholastic activities of any student who is convicted of or is found to have committed a felony or a delinquent act which would have been a felony if committed by an adult, regardless of whether adjudication is withheld, is contingent upon prevailing law and Board policy. A review of such law and Board policy will determine if such misconduct would disqualify a student. Any participant who is arrested or detained by any federal, state or local law enforcement authorities for a felony offense, or for what, if the participant were an adult would be considered a felony offense, shall be suspended from participation in all activities (including contests and practices) until a final determination of the charge(s) and adjudication. If, after consultation with the school District legal counsel, the state attorney’s office indicates that felony charges, or what might be considered felony charges if the participant were an adult, will be dropped or reduced to a lesser charge, the student may be conditionally reinstated to participation. If a participant is adjudicated guilty or delinquent of the felony, or in the event that adjudication of guilt or delinquency is withheld, then the participant is subject to, depending on the charge(s), permanent ineligibility for the school calendar year activity period or the remainder of his/her high school activity period of participation or career.

   Additionally, general misconduct shall apply to participants who are arrested on any misdemeanor offense involving the public display of weapons, the threat of discharge or the actual discharge of weapons which have been alleged to have occurred on non-District property, and which creates a fear of imminent danger and/or places another person’s life, safety, and/or well-being at risk.

3. Any student who is ejected from an athletic competition may be referred to mental health services as identified by the District.

PENALTY CARRY-OVER/MULTIPLE VIOLATIONS

If any *Activity/Athletic Code of Conduct* violation occurs at or near the end of a particular activity period (such as sports season) the participant shall be ineligible for the same period of time as stated above in the next activity in which the participant participates, even if that activity does not occur until the following school year.

1. The penalty clause applies school to school in the event a participant should move or transfer within our school District.
2. If a participant is involved in an incident in which multiple violations involving more than one category occur, each violation shall be dealt with and the penalties will be cumulative. The incident will be considered as one (1) Code violation.
3. A student who has been determined to have violated the Code on three separate occasions during his/her high school career (any combination of Section C, 1, 2, 3, 4, or Section D, 1, 2), shall be ineligible to participate in any interscholastic or extracurricular activity for one calendar year. Reinstatement to full participation will be determined by the Principal at the conclusion of the one-year suspension.

E. ASSESSMENT/PREVENTION/INTERVENTION

In addition to the above suspensions, in order to regain eligibility, the participant must undergo an initial assessment through the David Lawrence Center or another facility of the parent's choice for any violations related to the following sections:

- C.3.a. – illegal use, consumption and/or possession of a performance enhancing drug, alcohol, controlled substance/drugs/drug paraphernalia (First Offense),
- C.3.b. – illegal use, consumption and/or possession of a performance enhancing drug, alcohol, controlled substance/drugs/drug paraphernalia (Second Offense) and
- Section 4. Random Drug Testing

Alternative facilities for this initial assessment must be pre-approved by the Department of Exceptional Education and Student Support Services (377-0521). An initial assessment through the David Lawrence Center may be arranged by calling DLC Children's Outpatient/Assessment Services at 239-455-8500. The assessment report may include a recommendation that the student enroll and successfully complete a Prevention, Intervention, or similar substance education or treatment programs.

A student found in violation under Section C.3.a., First Offense, may be reinstated to active participation if he/she is actively enrolled in the recommended prevention or intervention activities, and provides documentation that he/she remains actively enrolled.

A student found in violation under Section C.3, CONFIRMED POSSESSION AND/OR CONSUMPTION OF PERFORMANCE ENHANCING DRUGS, NARCOTICS, BEVERAGES CONTAINING ALCOHOL AND OTHER ILLEGAL DRUG USE AND DRUG PARAPHERNALIA**,** Second and Third Offense, and C.4 Random Drug Testing, must enroll and complete all recommended activities before eligibility is reinstated.

Students must complete any prescribed program at the David Lawrence Center (239-455-8500) unless pre-approval is obtained from the Supervisor of Interscholastic Athletics to complete a comparable program through another certified AODA facility or a licensed substance abuse professional. Parents are responsible for all costs associated with completion of these programs.

A document entitled Substance Abuse Assessment and Recommendations is available in the Activities Office of each school. Students will submit this form when they appear for assessment.

The David Lawrence Center, or another facility pre-approved from the Supervisor of Interscholastic Athletics, will document implementation and completion of the recommendations of the assessment report, including completion of any required Programs. At the request of the

student and one of his/her parents, a Certificate of Completion from the treatment facility indicating that all requirements of the program have been satisfied must be sent by the treatment facility to the Activities Coordinator along with the Substance Abuse Assessment and Recommendations. The participant is suspended indefinitely until these requirements are satisfied.

Resources for help with drug and alcohol problems:

Alanon/Alateen/Alcoholics Anonymous		239-263-5907
David Lawrence Mental Health Center	6075 Golden Gate Pkwy	239-455-8500
Narcotics Anonymous 24-Hour Club	1509 Pine Ridge Rd	239-597-5681

F. DUE PROCESS AND RIGHT OF APPEAL

1. **Due Process**
   a. After the initial report, the participant, parent(s), coach, music director or sponsor, and Principal will be notified as soon as possible by the Activities Coordinator that an alleged violation of the *Activity/Athletic Code of Conduct* has occurred. A brief and informal preliminary review will be held by the Activities Coordinator, with the necessary individuals, to gather information prior to official administrative action. At this review, the participant will be informed of the alleged violation(s), and a brief summary of the facts supporting the alleged violation(s). The participant shall be given the opportunity to present his/her side of the story. When a student's initial drug screening indicates a positive result for the presence of one or more of the suspected substances, and the result has been confirmed by the MRO (Medical Review Officer, a licensed physician contracted by the District), parents/students may request that an analysis of the "B" sample be performed by the contracted lab or choose to have the "B" sample sent to another certified laboratory facility to perform confirmatory drug testing on the sample. If the confirmatory test is positive, this conclusion is not subject to appeal.
   b. If it is determined, by the Activities Coordinator, during the initial review, that a violation of the *Activity/Athletic Code of Conduct* has occurred, administrative action will follow according to the Code and in compliance with the student's right to Due Process and Right of Appeal, as outlined in this rule.
   c. The parent(s) and participant will be notified in writing of the *Activity/Athletic Code of Conduct* violation(s) and the decision, conditions, penalty or action that has been imposed.
2. **Right of Appeal**
   a. The parent(s) and participant shall have the right to appeal the initial decision of the Activities Coordinator to the Principal of the school. The request for an appeal must be based on new or additional information and submitted in writing to the Principal within five (5) calendar days after the original decision. If no new or additional information is provided, the appeal will not proceed.
   b. If an appeal is pursued in a timely manner, within five (5) calendar days from the receipt of the notice of appeal, the Principal will conduct an administrative review on the alleged violation.
   c. The Principal's decision, in consultation with the Deputy Superintendent, concerning the administrative review will be final and the record will be closed.

G. STUDENTS TRANSITIONING FROM ALTERNATIVE PROGRAMS

The Board recognizes the emergence of alternative programs designed to intervene where specific disciplinary or criminal conduct has indicated a need. It is also recognized that the community as a whole has an interest in supporting students who have successfully completed such programs by providing the students with the opportunity to become eligible to participate in an interscholastic or extracurricular activity. A student who has successfully completed requirements from one of our Alternative Programs or other state certified program, and who is recommended for transition back to a Collier County Public School, will be given the opportunity to participate in such activities provided the student meets all academic requirements of both the Collier County Public Schools and the FHSAA, and has served the suspension for the minimum

number of contests of his/her established active season in which the participant would have otherwise participated, as previously outlined in the *Athletic Code.* If the suspension has been served, no further suspension will be imposed upon the transitioning student arising from the alternative placement. Otherwise, if no suspension has been served upon return to school from alternative placement, a suspension of 20 percent of the established active season contests shall be administered to the student. If at any time during the activity period or season a violation of such conditions occurs, the participant is subject to disciplinary action consistent with the *Activity/Athletic Code of Conduct*.

Authority: Board Policy 2431 (Interscholastic Athletics), and 5600 (Student Discipline)

RULE 36. 2.0 CUMULATIVE G.P.A. REQUIREMENT TO PARTICIPATE IN INTERSCHOLASTIC OR EXTRACURRICULAR ACTIVITIES: F.S. 1006.15

Interscholastic or extracurricular activities are intended to supplement the regular curriculum of the school and to provide enriching opportunities for students. As important as interscholastic or extracurricular activities are for the growth and development of each student, they must remain supplemental to the student's learning and mastery of the basic skills in the regular curriculum. The increased requirements for graduation, college entrance, and eligibility for college scholarships indicate the community's emphasis on increased student performance. The following eligibility requirements shall apply for student participation in all interscholastic or extracurricular activities including athletics, student council, honor society, band, chorus, orchestra, debate, drama and competitive club activities.

In addition, the following eligibility requirements of the FHSAA as well as local rules, shall be required for interscholastic or extracurricular eligibility.

Academic Eligibility Requirements

a. A student entering the ninth grade who is promoted from eighth grade is eligible for the first term/semester.

   NOTE: A term/semester is defined as one half of a school year (approximately 18 school weeks or 90 school days).

b. All students must have a cumulative high school grade point average of 2.0 GPA or higher on a 4.0 un-weighted scale, or its equivalent, in all courses taken pursuant to F.S. 1003.4282 and 1003.4295, at the conclusion of each semester to be eligible during the following term/semester. A period of seven (7) calendar days beyond the last day of each term/semester is provided to determine academic eligibility during the current term/semester.

   A student who is ineligible during the second semester of his/ her ninth-grade year or during the first semester of his/her 10th grade year because the student's cumulative high school grade point average was below a 2.0 at the conclusion of the previous semester and continues to be below a 2.0 at the conclusion of the semester of ineligibility may regain his/her eligibility for the following semester provided:

   1. The student signs an academic performance contract with his/her school at the beginning of the semester in which he/she is ineligible that states, at a minimum, that the student will attend summer school, or its graded equivalent, AND
   2. Earns a grade point average of 2.0 or above on a 4.0 un-weighted scale, or its equivalent, in all courses taken during the semester of ineligibility.
   3. Once a student enters the 11th grade, and thereafter, he/she must maintain a cumulative high school grade point average of 2.0 or above on a 4.0 un-weighted scale, or its equivalent, in all courses taken pursuant to F.S. 1003.4282 and 1003.4295 at the conclusion of each semester to be eligible during the following semester.

A maximum of three full units of credit earned during the summer (including any District approved Virtual Education Programs) will be calculated to determine the previous term G.P.A. as well as the cumulative G.P.A. Credit earned during the regular school year in a Virtual Education Program, will

be included in the calculation for the previous term to determine both local eligibility during the current term as well as cumulative grade point average. The Virtual Education program must be completed prior to the conclusion of the previous term to be included in the calculation of academic eligibility during the current term.

If a school (intentionally or in error) permits a student to participate in an athletic contest or competitive performing activity (in or out of county) while the student maintains less than a 2.0 G.P.A., the school is subject to all FHSAA by-laws and rules governing penalties and forfeitures. Any appeals will be heard by the Superintendent.

For G.P.A. and eligibility requirements for co-curricular students, refer to Administrative Procedure 5880.

Authority: Board Policy 2431 (Interscholastic Athletics), and 5600 (Student Discipline)

REMOVAL BY A TEACHER

I. SUBJECT: Teacher Authority to Remove Students from the Classroom Pursuant to F.S. 1003.32

II. PURPOSE: The purpose of this section is to provide further clarification, definitions, guidelines and criteria for Teacher Authority to remove students from the classroom.

Item No. 1. Clarification: This section is intended for regular referrals by our teachers that occur on a routine basis and are covered by the guidelines, rules, procedures and consequences outlined in the *Code* as well as each individual school's Student Handbook relative to appropriate and expected student behavior.

Item No. 2. Additionally, an Employee may remove a student from a class:

a. Definition: "Documented" - For purpose of this section, documented disruptive behavior will be required by teachers removing a student from class, when the potential exists that the teacher will not consent to the student's return to class even after appropriate discipline is meted out. Documentation will be required on the form referenced in Appendix A, Form TA1. The documentation will require a clear description of the behavior; length of time the behavior has been occurring; interventions attempted by the teacher prior to the referral; teacher recommendations for interventions; and conditions, if any, for return.

b. Definition: "Repeatedly" means a student having or displaying a chronic history of classroom disturbance as documented by the referring teacher. This type of removal is intended for students who exhibit an ongoing and persistent history of disruptive behavior while enrolled in the referring teacher's class. Examples of this type of chronic behavior that interfere with classroom instruction may include, but are not limited to, profanity, gross insubordination or class disruption, excessive talking or sleeping, getting out of seat without permission, tardies to class, abusive behaviors and/or language toward the teacher or other students tripping or pushing others, vandalism or theft, and/or throwing objects. Behaviors such as not bringing pencil, books, materials; not participating or not doing work (unless student becomes disruptive while not doing work); do not necessarily interfere with a teacher's ability to communicate or interfere with classmates' ability to learn.

c. Consequences in this category usually are in the form of, but not limited to, ISS, OSS, Saturday School, extended day, placement in another class, alternative placement, and possible expulsion.

d. Clarification: Usually behavior exhibited in this section is a documented single serious incident of the magnitude defined in our Zero Tolerance section of our *Code*. Examples of unruly, disruptive, or abusive behavior that seriously threatens the classroom environment may include, but are not limited to: battery or fighting, threatening a teacher or student, possession and/or use of a weapon or a controlled substance. Consequences in this category usually are the most extreme allowed by Florida Statutes such as OSS, alternative placement, expulsion, arrest, and/or prosecution.

Item No. 3. Clarification: After appropriate administrative discipline, if the teacher does not consent to accept the referred student back into the class, the Principal must refer the situation to the Placement Review Committee to make a determination within five (5) calendar days of the completed original discipline or consequences served by the student.

There are two conditions under which a student may be returned to the classroom without the teacher's consent:

1. If the Placement Review Committee determines that such a return is best for the student and/or,
2. If the classroom is the only available alternative as determined by the Principal.

Item No. 4. Clarification: The 25% factor is not a count of regular discipline referrals made by the teacher in Item No. 1, only the referrals made and documented in accordance with the two conditions in the new legislation beginning with Item No. 2 should be counted. Teachers who exceed the 25% removal factor under Item No. 2 will be required to complete a professional development plan to improve classroom management skills. However, consideration by the administration for this requirement should include levels and types of student classroom assignments and the teacher's management skills when determining the need for the professional development plan. The plan should be collaboratively agreed to by the teacher and school based administrator.

Item No. 5. Guidelines: The Placement Review Committee must abide by the requirements listed under Placement Review Committee, on page 13 of the *Code*.

Referral Form TA-1

COLLIER COUNTY PUBLIC SCHOOLS
SCHOOL RECORD OF TEACHER AUTHORITY TO REMOVE STUDENTS FROM CLASS
F.S. 1003.32

TEACHER COMPLETES	1.	School's Name:		
	2.	Class/Grade: Level/Subject:		
	3.	Teacher's Name:		
	4.	Student's Name and ID number:		
	5.	Number of times this year student has been removed under F.S. 1003.32:		
	6.	Date of Removal:		
	7.	State the Rule number from the Code of Student Conduct.	Rule Number _____	**TA2 Documentation Log or Written statement of serious incident is required.** **Example:** Unruly/Disruptive Behavior -- Removal was for behavior that was so unruly, disruptive, or abusive that it seriously interfered with the teacher's ability to communicate effectively with the students in class or with the ability of the student's classmates to learn.
ADMIN COMPLETES	8.	Discipline meted out to referred Student (to be filled out by Administration) Circle Appropriate Numbers:	 1 2 3 4 5 6 7 8 *9	**Record of administrative discipline action meted out to the student for the offense(s)** Required to perform school/community service Placed in Saturday School or extended day program Placed in ISS (In-School Suspension) Placed in an alternative schools education program (e.g., New Beginnings, Phoenix) Placed on OSS (Out-Of-School Suspension) Recommended for Expulsion Other please specify_____ Returned to original class with teacher's consent after appropriate discipline Not returned to original class due to non-consent of teacher. If this action occurs, case must be submitted to the Placement Review Committee (PRC)
PRC COMPLETES	*9.	Action of PRC (Placement Review Committee)	 1 2 3 4 5	**Action taken by the PRC upon review of case.** Student returned to original class Student placed in another teacher's classroom Student referred to on-campus program (e.g., ESE, LEP) Student placed in an off-campus alternative/second chance/dropout prevention setting, or other off-campus program Other – please specify:
Administrator: _____ Date:_____ Principal: _____	10.	Professional Development Required (occurs when the teacher has removed 25% of his/her total class enrollment)	□ yes □ no	This incident triggered the requirement for the referring teacher to complete classroom management staff development.

Referring Teacher:_____ Date:_____ PRC Chairman (When applicable):_____ Date: _____

Log Form "TA"2

COLLIER COUNTY PUBLIC SCHOOLS

SCHOOL RECORD OF TEACHER AUTHORITY TO REMOVE STUDENTS FROM CLASS: F.S.1003.32

Date Started:_____ For Year:_____ Page_____of_____

School:		Student:	Teacher:	Class:	Grade:	Subject:
NOTE: One form to be used per student for documentation purposes.						
Incident Number	Date of Each Incident	Description of Deviant Behavior(s)	Description of Teacher Action or Discipline Response (consequence)	Action Taken by Administration or PRC, if Referred	Date Consent Not Granted to Return	Date Professional Development Required

Updated: 9/4/08



ATTENDANCE AND DISCIPLINE OFFICE
{SCHOOL NAME}
{SCHOOL ADDRESS}
{CITY, STATE ZIP}

NOTICE OF OUT OF SCHOOL SUSPENSION
(Section 1006.09 – Florida Statutes)

Parent/Guardian of {STUDENT NAME}
{STUDENT ADDRESS}
{CITY, STATE ZIP}

School: {SCHOOL NAME} **Grade:** {STUDENT GRADE} **Student ID:** {STUDENT ID}

A brief and informal meeting has been held by the administration and the reason for this action was discussed with {STUDENT NAME}. If you desire to discuss the matter, you may call the school office to make an appointment with your child's administrator. The school phone number is {SCHOOL PHONE}.

This student may not appear at our school, any other District site, or at any extra-curricular activities during the term of suspension, including all off-site District sponsored activities, wherever they may be located or held. Also, during the term of suspension, this student is not permitted within the 500 ft. School Safety Zone of any Collier County School's grounds, inside buildings or at any school's functions. Trespassers will be subject to arrest and/or prosecution (F.S. 810.0975). The district reserves the right to extend the distance up to 1,000 ft. in the event this student's actions and/or conduct is disruptive or threatens the safety and well-being of students and staff or inhibits school operations in any way. This right shall include issuing further disciplinary actions.

The suspension time frame is as follows:

Suspension Code	Date Begins	Date Ends	Return Date	Length of Suspension	Attendance Code
OSS OUT OF SCHOOL SUSPENSION				{ } Day(s)	OSS
NOTES					

The student returns on: {RETURN DATE}

The basis for this suspension is: {VIOLATION}

Signature of Parent/Student

Signature of Administrator

Collier County Public Schools Medication Authorization Form

Dear Parent/Legal Guardian:

If your child requires medication(s) during the school day, Florida Statutes and School Board Policy require that you provide written authorization for all medications to be given. An authorization for prescription medication must also be completed and signed by a licensed practitioner. ***(Medications not approved by the Food and Drug Administration (FDA) and alternative medications, including natural, herbal remedies, homeopathic medicines, food supplements, and vitamins may not be administered at school, with the exception of prescribed pancreatic enzymes or prescribed dietary products to treat lactose intolerance)***

- The Medication Authorization Form on the reverse side of this document must be entirely completed and accompany prescribed or over-the-counter medications to be given to your child in school. The form must be signed by a parent/legal guardian. The prescribing healthcare-provider must also complete and sign the form for any **prescription** medications to be given. **Medications will not be administered without a completed Medication Authorization Form.**

- A parent/legal guardian or an authorized adult must deliver medications to the school health room. At the time of delivery, the quantity of each medication will be verified by the school nurse or school personnel. **Do not send medications to school with your child.**

- Medications given only one time per day or medications that can be given before or after school are not administered at school.

- Prescription medications must be received at school in a container with the original, unaltered prescription label attached. The **label must be written in English and** display all information required by law, including, but not limited to: date of prescription, "discard after date," student's name, medication name, dosage, time to be administered, and the prescribing healthcare-provider's name.

- Medication may not be administered at school if either the "discard after date" or the manufacturer's expiration date has passed.

- Over-the-counter (OTC) and FDA approved non-prescription medications must be in the original sealed (unopened) store-issued container. Please label the container with your child's full name and birth date. OTC medications, including cough drops, will only be given according to directions on the label. If a parent/guardian requests dosages that do not appear on the non-prescription medication label, orders stating the reason for the administration variation must be obtained from the healthcare-provider by the parent/guardian and will be considered by a school nurse before administration may occur. **Based on the school nurse's assessment, a parent may be required to obtain a physician's authorization for increased and/or daily administration of a non-prescription medication.**

- If your child is authorized to self-carry and use life saving medications as prescribed by his/her healthcare-provider, the child must demonstrate competency in self-administration/self-treatment and a "Contract for Self-Carried Medication" must also be completed and signed by the parent and school nurse. **Medication with current prescription label must be signed-in to school clinic.**

Rev 2/2020

CCPS

Collier County Public Schools
Medication Authorization Form

Student's Name: _____ Sex: M ☐ F ☐ Date of Birth: _____ Student #: _____

School Name: _____ Grade: _____ Teacher: _____

Allergies: _____

MEDICATION INFORMATION

Medical Condition for which medication will be required for student in school: _____

ICD10 Code _____

Name of Medication: Prescription _____ Over-the-Counter _____

Route to administer (*please check one*) ☐ Oral (BY MOUTH) ☐ Topical (ON THE SKIN) ☐ Subcutaneous (INJECTED) ☐ Inhaled (BREATHED) ☐ IM Other _____

Dosage: _____ Frequency: _____ Time of Day: (ex.11:00 AM) _____

Is this a new medication? ☐ Yes ☐ No If yes, the first dose must be administered at home.

Special Instructions: _____

Prescription medications require healthcare provider signature below:
Physician's orders are required for <u>all prescription medications given at school</u>

Physician's Name (Print): _____ Phone Number: _____

Physician's Signature: _____ Date: _____ Fax Number: _____

☐ I have prescribed the student to self-carry MDI, pancreatic enzymes, EPI-PEN, or other life saving medications described on this page.

PARENT/GUARDIAN AUTHORIZATION

1. I give permission for my child's doctor to be contacted for information regarding the administration of the medication listed on this form.
2. I authorize the above medication to be administered as described or prescribed during school or after-school programs operated by Collier County Public Schools.
3. I understand that medication not picked up by the last day of school will be discarded.
4. I understand that medication may not be administered if either the "discard after date" or the manufacturer's expiration date has passed.

Parent/Guardian Name Printed: _____

Parent/Guardian Signature: _____ Date: _____

Home phone: _____ Business phone: _____ Emergency phone number: _____

FOR SCHOOL NURSE USE ONLY.

☐ Physician's Verbal Order Obtained: Date: _____ Time: _____ Received From: _____

Content of physician's verbal order obtained: _____

Reviewed by: _____ Date: _____
School Nurse

ZERO TOLERANCE FOR DISCRIMINATORY AND HARASSING MISCONDUCT BY STUDENTS

School Board policies identify discriminatory and harassing behaviors that are impermissible. Discrimination and harassment are serious offenses which are deemed unacceptable conduct in the employment and educational environment and will not be tolerated. Pursuant to Board policies, the District has drafted basic procedures and guidelines to assist in the implementation of the policies. The intent of these procedures is to resolve complaints in an expeditious and equitable manner.

The procedures and guidelines cannot address every specific situation that happens within a complex system involving students, student applicants for admission, employees, and employee applicants. Indeed, defining "discriminatory and harassing behaviors" may be very difficult in some cases. The overall goal of the following procedures is to provide a mechanism to resolve problems before they become severe or pervasive. Both students and adults alike are encouraged to resolve problems at the lowest organizational level possible in a fair and equitable manner.

Student Complaints

The school District has a responsibility to provide its students with a free and appropriate education. A student's education cannot and will not be diminished by the actions of others who create a hostile learning environment as a result of discrimination or harassment (hereinafter "harassment" or "harassing" or "harassed"). Students have the responsibility to notify their school administrators when a fellow student, teacher or other person discriminates against the student or harasses the student. Hopefully, the situation can be resolved quickly and fairly by letting the person know that his/her behavior is not welcomed.

The following steps provide students with some guidelines to resolve complaints of harassment. It is very important that students report inappropriate behaviors immediately whether they are the victim or the student observed another student being victimized.

Student Responsibilities

A. Immediately report the harassment to a responsible adult with whom the student is comfortable (e.g., teacher, school counselor, assistant principal or Principal). If the complaint is against the student's Principal, contact the Deputy Superintendent by calling the District's Administration Center: 239-377-0001.
B. Although not required, the student is encouraged to make a written statement providing details of the harassing behavior. (Forms are available to assist students in making a written statement. The forms are available in the guidance office, Principal's office, or from the District's Human Resources Department: 239-377-0335.)
C. If, in the student's opinion, the complaint is not resolved by the adult to whom the student made the report, the student is encouraged to file a written formal complaint with the Principal. In the event that the complaint involves the Principal or other school administrator, the student may file a written complaint with the Deputy Superintendent by calling the District's Administration Center: 239-377-0001.
D. No later than five (5) days after receiving the student's written formal complaint, the Principal (or Deputy Superintendent) will contact the student to schedule a meeting to discuss the complaint. Depending on the type of complaint, the District may assign a special investigator.
E. The student and his/her parent/guardian will be informed of the Principal's decision within five (5) school days or a reasonable period of time thereafter.
F. If, after receiving the Principal's decision, the student does not feel that the complaint was resolved or cannot be resolved, the student may appeal to the Deputy Superintendent (see step 'C' above) in writing within five (5) school days after receiving the Principal's decision.
G. The Deputy Superintendent will review the complaint and notify the student his/her decision within ten (10) school days after receiving the request for appeal.

Dear Parent of an Eleventh or Twelfth Grade Student:

DIRECTORY INFORMATION

Federal law and School Board Policy 8330 provide that military recruiters and institutions of higher education may request Directory Information for eleventh and twelfth grade students. When requested, the School District will supply this information unless you have marked the "No" box below indicating that directory information **not** be released.

For purposes of military recruiters/postsecondary institutions of higher education, "directory information" includes the student's name, address, telephone number (unless not listed), and date of birth.

If you do not want this directory information provided, please check "No" below and sign. If you fail to provide written notice to the Principal within thirty (30) days after your child is enrolled for the school year, you shall have consented to the release of directory information.

No [ ] The School District shall not release "Directory Information" regarding my child to military recruiters and/or postsecondary institutions of higher education.

_____	_____
Signature of Parent	Student's Name (print)
_____	_____
School	Date

Please complete this form and return to your child's high school only if you checked "No".

DISCIPLINE MATRIX

WHAT IS THE DISCIPLINE MATRIX?

The Discipline Matrix is a tool for administrators to respond appropriately when students have committed serious violations, per the *Code*. This tool is designed to offer consistency at all levels across the District so that students are disciplined fairly from school to school when their behavior requires consequences beyond the classroom. There are two different versions of the Matrix: one to assign consequences to **elementary students** (grades PreK-5) and one to assign consequences to **secondary students** (grades 6-12).

The Matrix is designed to assist you and your child in understanding the consequences of seriously violating school rules. The Board and the District want to ensure that parents are knowledgeable about the actions school administrators will follow when students misbehave. The Matrix enables administrators to assign consequences consistently, regardless of the school your child attends.

HOW DO I READ THE MATRIX?

The Matrix outlines the violations in the same way as the *Code* that you have received. When a student has multiple violations of one incident, e.g., fighting, the administrator will impose the more severe consequences.

The “O” in any row indicates optional interventions and actions.

The “M” in any row indicates mandatory interventions and actions.

The school administrator has discretion in moving to the left or right within the appropriate elementary or secondary matrix on a row depending on the student’s age, previous offenses, or the severity of the act.

For every violation of the *Code*, an administrator shall assign at least one intervention and one disciplinary action.

IS THERE ANYTHING ELSE I NEED TO KNOW?

Yes. The Matrix does not directly apply to violations of classroom rules resulting in discipline as assigned by the teacher but rather as a progressive step when a student has broken the rules requiring a Principal to assign consequences. While continuous disregard for classroom rules could be referred to an administrator, certain violations of the rules, e.g., weapon possession, assault, sexual harassment, threats, and/or stalking, require initial administrative action. In connection with the categories of assault, sexual harassment, threats, and stalking, these shall apply to 1) person-to-person contacts; 2) indirect contacts (involving assistance from other persons); and 3) internet/cyberspace activities.

Students assigned to the District’s disciplinary alternative school programs (e.g. New Beginnings, Phoenix) may have consequences that deviate from this Matrix based upon the Standard Operating Procedures of the respective program. Additionally, an action of “N-ND” may be assigned for students who are very young or who have significant cognitive disabilities, which would indicate no discipline, in accordance with SESIR guidelines.

Like the *Code*, the Matrix is approved regularly by the Board as part of the *Code*.

WHERE DO I GO IF I WANT FURTHER EXPLANATION OF THIS DOCUMENT?

Should you require further explanation of the Matrix, please call your school administrator.

ELEMENTARY *DISCIPLINE MATRIX*

SESIR Code	Local Incident Code	Documentation is required for all violations requiring administrative action. Discipline of students with disabilities shall be in accordance with state and federal laws and School Board policies. **LEGEND** M = Mandatory interventions and actions O = Optional interventions and actions For every violation of the *Code*, an administrator shall assign at least one intervention and one disciplinary action. SESIR = Incident codes reported to the State	**Intervention**							**Disciplinary Action**								**ALT**	**Action**	
			Prevention/Intervention Consequences	Collaborative Problem Solving Team (MTSS)	Loss of Privileges/No recess	Threat Assessment Protocol	Confiscation (When Applicable)	Restitution (When Applicable)	Attendance/Behavior Agreement	Detention	Detention (Extended/Multiple)	Time Out: Less Than One Day	In-School Suspension	Out-of-School Suspension: 1-2 Days	Out-of-School Suspension: 3-5 Days	Out-of-School Suspension: 5-9 Days	Out-of-School Suspension: 10 Days	Recommendation for Alternative Placement or Expulsion	Submit Incident Report	Consult with Law Enforcement
	ATTENDANCE INCIDENTS																			
	CC	Skipping Class/Leaving class w/o permission	M	O	O				O	O	O	O	O							
	TX	Tardiness, Habitual	M	O	O				O	O	O	O	O							
	TT	Truancy	M	O	O				O	O	O	O	O							
	RULE VIOLATION INCIDENTS																			
	DV	Dress Code Violation	M	O	O				O	O	O	O	O							
	CT	Cheating/Plagiarizing	M	O	O															
	FF	Failure to Comply With Classroom/School Rules	M	O	O				O	O	O	O	O	O						
	DE	Unserved Detention	M	O							O	O	O							
	DX	Unserved Detention (Extended/Multiple)	M	O								O	O	O						
	BP	Personal Technology Violation – Cell phone/ Camera	M	O	O		O		O	O	O	O	O							
	LS	Leaving School Grounds Without Permission	M	O	O				O	O	O	O	O	O						
	OA	Out of Assigned Area	M	O	O							O	O							
	DISRUPTIVE / DISHONEST INCIDENTS																			
	RX	Unruly/Disruptive/Disorderly Behavior or Play	M	O	O				O	O	O	O	O	O						
	ID	Disobedience/Insubordination/Defiance	M	O	O				O	O	O	O	O	O						
	DA	Defiance of Authority/Habitual violations (4 or more referrals required)	M	O		O			O				O	O	O	O	O	O	O	
	PR	Profane/Obscene Language	M	O					O	O	O	O	O	O					O	
OMC	GB	Gambling	M	O		O	M		M				O	O	O				O	M
	RF	Inciting a Disturbance	M	O					O				O	O	O	O			O	O
OMC	FS	Producing/Passing Counterfeit Money/Document	M	O		O	M		M				O	O	O				M	M
	FR	Forging Notes/False ID	M	O			M			O	O	O	O	O	O	O				O
	LY	Lying/Misrepresentation	M	O						O	O	O	O							
	NI	Possession/Use of Nuisance/Prohibited/ Distracting Items (including lighters and matches)	M	O		O	M			O	O	O	O	O	O	O				O
	UD	Unauthorized Sale/Distribution of Materials (Non-Criminal)	M	O			M			O	O	O	O							
	LD	Inappropriate Use of Laser Device	M	O			M							O	O	O	O	O	O	
	GA	Gang Related Activity	M	O		O			M				O	O	O	O	O	O	O	M
DOC	DC	Disruption on Campus Major	M	O					M					O	O	O	O	O	O	M
TRS	TR	Trespassing	M	O		O			M				O	O	O				O	M
	VC	Violation of Contract/Agreement	M	O		O						O	O	O	O	O	O	O	O	O
DOC	FA	False Fire Alarm/911 Call/Fire Extinguisher	M	O		O			M					O	O	O	O	O	M	M
	RV	Rule Violation (minor)	M	O	O			O	O	O	O	O								

ELEMENTARY *DISCIPLINE MATRIX*

Documentation is required for all violations requiring administrative action.

Discipline of students with disabilities shall be in accordance with state and federal laws and School Board policies.

LEGEND

M = Mandatory interventions and actions

O = Optional interventions and actions

For every violation of the *Code*, an administrator shall assign at least one intervention and one disciplinary action.

SESIR = Incident codes reported to the State

SESIR Code	Local Incident Code		Intervention							Disciplinary Action								ALT	Action	
			Prevention/Intervention Consequences	Collaborative Problem Solving Team (MTSS)	Loss of Privileges/No recess	Threat Assessment Protocol	Confiscation (When Applicable)	Restitution (When Applicable)	Attendance/Behavior Agreement	Detention	Detention (Extended/Multiple)	Time Out: Less Than One Day	In-School Suspension	Out-of-School Suspension: 1-2 Days	Out-of-School Suspension: 3-5 Days	Out-of-School Suspension: 5-9 Days	Out-of-School Suspension: 10 Days	Recommendation for Alternative Placement or Expulsion	Submit Incident Report	Consult with Law Enforcement
		SUBSTANCE ABUSE/DRUG INCIDENTS (USE OR POSSESSION)																		
		1st Offense - Maximum of ten days Out-of-School Suspension, with a potential recommendation for Alternative Placement or expulsion (e.g. synthetics which test positive for THC such as Delta 8 or Delta 9 or other comparable variables, and referral to appropriate police authorities, unless as otherwise noted (e.g. DS, DF, AD).																		
		2nd Offense within same school year or 3rd offense during school career, unless as otherwise noted (e.g. DS, DF, AD) - Ten days Out-of-School Suspension, with a recommendation for Alternative Placement or expulsion and referral to appropriate authorities.																		
		1st Offense of DS, DF, AD - Ten days Out-of-School Suspension, with a recommendation for Alternative Placement or expulsion, and referral to appropriate authorities.																		
OMC	DT	Drug-Paraphernalia	M	O		O	M		M				O	O					O	M
DRD	DS	Drug or Imitation Drug-Selling/Distribution/ Soliciting or Conspiracy/Intent to sell or deliver	M	O	O	O	M		M								M	M	M	M
OMC	DO	Unauthorized Use/Possession of Over-the-Counter Medication/Items	M	O	O	O	M		M				O	O	O	O	O	O	O	M
DRU	DF	Felony Drug Possession or any drug substance that could be classified as a felony, with/without arrest, including receipt of a Delinquency Citation that identifies such possession as a felony level offense (e.g. liquid THC, dab pen, edibles, fentanyl)	M	O	O	O	M		M								M	M	M	M
DRU	DU	Drug-Use/Under the Influence	M	O	O	O	M		M						O	O	O	O	O	M
DRU	DP	Drug-Possession (for synthetics which test positive for THC, see above)	M	O	O	O	M		M						O	O	O	O	O	M
	PT	Tobacco-Paraphernalia	M	O	O	O	M		M				O	O					O	M
TBC	TU	Tobacco/Nicotine-Use	M	O	O	O	M		M						M				O	M
TBC	TP	Tobacco/Nicotine-Possession/Sale/Transmittal	M	O	O	O	M		M						M				O	M
ALC	AU	Alcohol-Use/Under the Influence	M	O	O	O	M		M								O	O	O	M
ALC	AP	Alcohol-Possession	M	O	O	O	M		M								O	O	O	M
ALC	AD	Alcohol-Sale/Distribution/Transmittal	M	O	O	O	M		M									M	M	O	M
		ACTS AGAINST PERSONS																		
	IB	Inappropriate Physical Behavior/Conduct	M	O					O	O	O	O	O							
	AZ	Abusive Behavior	M	O					O			O	O	O	O	O	O	O		O
	FT	Minor Fight/Altercation/Confrontation	M	O	O				M			O	O	O	O					O
FIT	FX	Fighting	M	M		O			M				O	O	O					M
BUL	BH	Bullying	M	M		O			M					O	O				M	M
BUL	CH	Cyber Bullying	M	M		O			M					O	O				M	M
HAR	BI	Harassment/Instigate	M	M		O			M					O	O				M	M
SXO	SM	Sexual Offenses (Other) - Misconduct/Indecent Exposure	M	M		O			M					O	O	O	O	O	M	M
SXH	SH	Sexual Harassment	M	M		O			M					O	O	O	O	O	M	M
SXA	SA	Sexual Assault	M	M		M			M								M	M	M	M
PHA	PA	Simple Battery	M	M	O	O			M					O	O	O	O	O	O	M
TRE	YA	Threat/Intimidation	M	M	O	M			M					O	O	O	O	M	M	M
TRE	AT	Aggravated Assault/Threat	M	O		M			M								M	M	M	M
BAT	YB	Battery-Aggravated/Felony	M	O		M			M								M	M	M	M
PHA	ZB	Simple Battery/Threat-District Employee	M	O		M			M						O	O	O	O	M	M
	TE	Threat of Injury to Self/Others	M	O		M			M				O	O	O	O	O	O	M	M
	PY	Profanity Directed Towards a Staff Member	M	O		O			O				O	O	O	O				

ELEMENTARY *DISCIPLINE MATRIX*

Documentation is required for all violations requiring administrative action.

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LEGEND

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	PROPERTY INCIDENTS																			
	ST	Petty Theft < $750	M	O	O		M	O	O	O	O	O	O							O
STL	SX	Grand Theft ≥$750	M	O			M	O	M					O	O	O	O	O	O	M
STL	SC	Motor Vehicle Theft	M	O			M	O	M							O	O	O	M	M
	DM	Vandalism/Damage to Property < $1000 Damage to district property of $500 or more requires school administrators to consult with district administration regarding restitution	M	O	O			O	O				O	O	O			O	O	M
VAN	VD	Criminal Mischief/Felony Vandalism/ ≥ $1000 Damage to district property of $500 or more requires school administrators to consult with district administration regarding restitution	M	O	O			M	M						O	O	O	O	M	M
	CD	Inappropriate Use of Technology (Computers or Networks)	M	O	O			O	O	O		O	O	O	O					
	CE	Illegal Use of Technology (Computers or Networks)	M	O	O	O		O	O	O					O	O	O	O	M	M
ARS	AN	Arson Damage to district property of $500 or more requires school administrators to consult with district administration	M	O	O	O		O	M						O	O	O	O	M	M
BRK	BU	Breaking and Entering/Burglary	M	O	O	O		O	M						O	O	O	O	M	M
	OTHER CRIMINAL INCIDENTS																			
OMC	OS	Other Serious Incident/Delinquent Act	M	O		O			M						O	O	O	O	O	M
	OI	Delinquent Act/Felony Off-Campus	M	O		O			M								M	O	O	M
	NC	Non-Collier Offense																M	O	M
	SV	Safety Violation (e.g., non-SESIR reportable trespass, open exterior doors to visitors)	M	O	O	O			M					O	O	O	O	O	M	M
	DI	Dangerous Instrument (e.g., non-SESIR reportable instruments such as a common pocketknife, pepper spray less than 2 ounces)	M	O	O	M	M		M						O	O	O	O	M	M
WPO	WP	Weapon Possession	M	O		M	M		M								M	M	M	M
ROB	RB	Robbery	M	O		M	M		M							O	O	O	M	M
SXB	YS	Sexual Battery	M	O		M			M								M	M	M	M
KID	KI	Kidnapping	M	O		M			M								M	M	M	M
HOM	HO	Homicide	M	O		M			M								M	M	M	M
TRE	ET	Extortion	M	O		M	M		M							O	O	M	M	M
DOC	BT	Bomb Threat	M	O		M			M								M	M	M	M

ELEMENTARY *DISCIPLINE MATRIX*

SESIR Code	Local Incident Code	Documentation is required for all violations requiring administrative action. Discipline of students with disabilities shall be in accordance with state and federal laws and School Board policies. **LEGEND** M = Mandatory interventions and actions O = Optional interventions and actions For every violation of the *Code*, an administrator shall assign at least one intervention and one disciplinary action. SESIR = Incident codes reported to the State	**Intervention**							**Disciplinary Action**								**ALT**	**Action**	
			Prevention/Intervention Consequences	**Collaborative Problem Solving Team (MTSS)**	**Loss of Privileges/No recess**	**Threat Assessment Protocol**	**Confiscation (When Applicable)**	**Restitution (When Applicable)**	**Attendance/Behavior Agreement**	**Detention**	**Detention (Extended/Multiple)**	**Time Out: Less Than One Day**	**In-School Suspension**	**Out-of-School Suspension: 1-2 Days**	**Out-of-School Suspension: 3-5 Days**	**Out-of-School Suspension: 5-9 Days**	**Out-of-School Suspension: 10 Days**	**Recommendation for Alternative Placement or Expulsion**	**Submit Incident Report**	**Consult with Law Enforcement**
	BUS BEHAVIOR INCIDENTS																			
	B1	**Level One Violations:** Eating/drinking on the bus. Failure to sit as assigned by bus operator.	M						O											
		1st Offense	Parent Conference																	
		2nd – 5th Offense	1-10 day suspension from school bus transportation																	
		Repeated/ Serious Offenses	Removal from school bus for the remainder of the semester/year. Possible school alternative placement or expulsion																	
	B2	**Level Two Violations:** Disrupting, distracting, and disobeying the bus operator. Failure to utilize required safety equipment on the bus. Getting out of seat while bus is in motion. Placing head, arms, or legs outside of window. Loud talking or inappropriate remarks. Boarding or attempting to board (also attempting to leave) a bus other than the student's assigned route or stop without permission.	M						O											
		1st Offense	Verbal or written reprimand from Principal																	
		2nd – 5th Offense	1-10 day suspension from school bus transportation																	
		Repeated/Serious Offense	Removal from school bus for the remainder of the semester/year. Possible school alternative placement or expulsion																	
	B3	**Level Three Violations:** Opening the emergency door while the bus is in motion. Opening or exiting emergency door when the bus is stopped unless directed by the bus operator. Threats against the bus operator, attendant or passengers on the bus. Profanity directed at the bus operator or bus attendant. Fighting or smoking on the bus. Throwing objects out of the bus window or at the bus. Vandalism of seats or other bus equipment. Spitting out of bus window at student, pedestrians, and motorists.	M			O			M					O	O	O	O	O	O	M
		1st Offense	5-10 day suspension from school bus transportation																	
		2nd – 3rd Offense	10 day suspension from school bus transportation and/or from school																	
		Repeated/Serious Offense	Removal from school bus for the remainder of the semester/year. Possible school alternative placement or expulsion																	

SECONDARY *DISCIPLINE MATRIX*

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	ATTENDANCE INCIDENTS																				
	CC	Skipping Class/Leaving class w/o permission	M	O	O				O	O	O	O	O	O	O						
	TX	Tardiness, Habitual	M	O	O				O	O	O	O	O	O	O						
	TT	Truancy	M	O	O				O	O	O	O	O	O	O						
	RULE VIOLATION INCIDENTS																				
	DV	Dress Code Violation	M	O	O				O	O	O	O	O	O							
	CT	Cheating/Plagiarizing	M	O	O				O												
	FF	Failure to Comply With Classroom/School Rules	M	O					O	O	O	O	O	O	O	O					
	DE	Unserved Detention	M	O							O	O	O	O	O						
	DX	Unserved Detention (Extended/Multiple)	M	O								O	O	O	O						
	BP	Personal Technology Violation – Cell phone/ Camera Phone. *Punitive Action begins with the 2nd offense.*	M		O		O		O	O	O	O	O	O							
	LS	Leaving School Grounds Without Permission	M	O	O				O	O	O	O	O	O	O	O	O				
	OA	Out of Assigned Area	M	O	O				O	O	O	O	O	O	O	O	O				
	PV	Parking Lot Violation	M	O	O				O	O	O	O	O	O	O	O	O				
	DISRUPTIVE / DISHONEST INCIDENTS																				
	RX	Unruly/Disruptive/Disorderly Behavior or Play	M	O	O				O	O	O	O	O	O	O	O	O				
	ID	Disobedience/Insubordination/Defiance	M	O					O	O	O	O	O	O	O	O	O				
	DA	Defiance of Authority/Habitual violations (4 or more referrals required)	M	M		O			O							O	O	O	O	O	
	PR	Profane/Obscene Language	M	O					O	O	O	O	O	O	O	O	O	O			
OMC	GB	Gambling	M	O		O	M		M					O	O	O				O	M
	RF	Inciting a Disturbance	M	O					O					O	O	O	O	O	O	O	O
OMC	FS	Producing/Passing Counterfeit Money/Document	M	O		O	M		M					O	O	O	O			M	M
	FR	Forging Notes/False ID	M	O			M					O	O	O	O	O	O				O
	LY	Lying/Misrepresentation	M	O						O	O	O	O	O	O	O	O				
	NI	Possession/Use of Nuisance/Prohibited/ Distracting Items (including lighters and matches)	M	O		O	M			O	O	O	O	O	O	O	O				O
	UD	Unauthorized Sale/Distribution of Materials (Non-Criminal)	M	O			M			O	O	O	O	O	O	O	O				
	LD	Inappropriate Use of Laser Device	M	O			M								O	O	O	O	O	O	
	GA	Gang Related Activity	M	O		O			M						O	O	O	O	O	O	M
DOC	DC	Disruption on Campus Major	M	O					M								O	O	O	O	M
TRS	TR	Trespassing	M	O		O			M						O	O	O	O	O	O	M
	VC	Violation of Contract/Agreement	M	O		O								O	O	O	O	O	O	O	O
DOC	FA	False Fire Alarm/911 Call/Fire Extinguisher	M	O		O			M									M	O	M	M
	RV	Rule Violation (Minor)	M	O	O			O	O	O	O	O	O	O	O						

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SESIR = Incident codes reported to the State

SESIR Code	Local Incident Code		Intervention							Disciplinary Action									ALT	Action	
			Prevention/Intervention Consequences	Collaborative Problem Solving Team (MTSS)	Loss of Privileges/No recess	Threat Assessment Protocol	Confiscation (When Applicable)	Restitution (When Applicable)	Attendance/Behavior Agreement	Detention	Detention (Extended/Multiple)	Saturday School	Time Out: Less Than One Day	In-School Suspension	Out-of-School Suspension: 1-2 Days	Out-of-School Suspension: 3-5 Days	Out-of-School Suspension: 5-9 Days	Out-of-School Suspension: 10 Days	Recommendation for Alternative Placement or Expulsion	Submit Incident Report	Consult with Law Enforcement
		SUBSTANCE ABUSE/DRUG INCIDENTS (USE OR POSSESSION)																			
1st Offense - Maximum of ten days Out-of-School Suspension, with a potential recommendation for Alternative Placement or expulsion (e.g. synthetics which test positive for THC such as Delta 8 or Delta 9 or other comparable variables, and referral to appropriate police authorities, unless as otherwise noted (e.g. DS, DF, AD).																					
2nd Offense within same school year or 3rd offense during school career, unless as otherwise noted (e.g. DS, DF, AD) - Ten days Out-of-School Suspension, with a recommendation for Alternative Placement or expulsion and referral to appropriate authorities.																					
1st Offense of DS, DF, AD - Ten days Out-of-School Suspension, with a recommendation for Alternative Placement or expulsion, and referral to appropriate authorities.																					
OMC	DT	Drug-Paraphernalia	M	O		O	M		M						O	O				O	M
DRD	DS	Drug or Imitation Drug-Selling/Distribution /Soliciting or Conspiracy/Intent to sell or deliver	M	O		O	M		M									M	M	M	M
OMC	DO	Unauthorized Use/Possession of Over-the-Counter Medication/Items	M	O		O	M		M					O	O	O	O	O	O	O	M
DRU	DF	Felony Drug Possession or any drug substance that could be classified as a felony, with/without arrest, including receipt of a Delinquency Citation that identifies such possession as a felony level offense (e.g. liquid THC, dab pen, edibles, fentanyl)	M	O		O	M		M									M	M	M	M
DRU	DU	Drug-Use/Under the Influence	M	O		O	M		M								O	O	O	O	M
DRU	DP	Drug-Possession (for synthetics which test positive for THC, see above)	M	O		O	M		M								O	O	O	O	M
	PT	Tobacco-Paraphernalia	M	O			M		M						O	O				O	M
TBC	TU	Tobacco/Nicotine-Use	M	O			M		M								O	O	O	O	M
TBC	TP	Tobacco/Nicotine-Possession/Sale/Transmittal	M	O			M		M								O	O	O	O	M
	TO	Tobacco – Over 21 Only		O																	O
ALC	AU	Alcohol-Use/Under the Influence	M	O		O	M		M								O	O	O	O	M
ALC	AP	Alcohol-Possession	M	O		O	M		M								O	O	O	O	M
ALC	AD	Alcohol-Sale/Distribution/Transmittal	M	O		O	M		M									M	M	O	M
		ACTS AGAINST PERSONS																			
	AZ	Abusive Behavior	M	O					O					O	O	O	O	O	O		O
	FT	Minor Fight/Altercation/Confrontation	M	O					M			O	O	O	O	O	O	O	O	O	O
FIT	FX	Fighting	M	M		O			M					O	O	O	O	O	O	O	M
BUL	BH	Bullying	M	M		O			M							O	O	O	O	M	M
BUL	CH	Cyber Bullying	M	M		O			M							O	O	O	O	M	M
HAR	BI	Harassment/Instigate	M	M		O			M							O	O	O	O	M	M
HAZ	HZ	Hazing	M	M		O			M						O	O	O	O	O	O	M
SXO	SM	Sexual Offenses (Other) - Misconduct/Indecent Exposure	M	M		O			M							O	O	O	O	M	M
SXH	SH	Sexual Harassment	M	M		O			M							O	O	O	O	M	M
SXA	SA	Sexual Assault	M	M		M			M									M	M	M	M
PHA	PA	Simple Battery	M	M		O			M							O	O	O	O	O	M
TRE	YA	Threat/Intimidation	M	M		M			M							O	O	O	M	M	M
TRE	AT	Aggravated Assault/Threat	M	O		M			M									M	M	M	M
BAT	YB	Battery-Aggravated/Felony	M	M		M			M									M	M	M	M
PHA	ZB	Simple Battery/Threat-District Employee	M	M		M			M								O	O	O	M	M
	TE	Threat of Injury to Self/Others	M	O		M			M					O	O	O	O	O	O	M	M
	PY	Profanity Directed Towards a Staff Member	M	O		O			O						O	O	O	O			

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	PROPERTY INCIDENTS																				
	ST	Petty Theft < $750	M	O			M	O	O					O	O	O	O	O			O
STL	SX	Grand Theft ≥$750	M	O			M	O	M						O	O	O	O	O	O	M
STL	SC	Motor Vehicle Theft	M	O			M	O	M									M	M	M	M
	DM	Vandalism/Damage to Property < $1000 Damage to district property of $500 or more requires school administrators to consult with district administration regarding restitution	M	O	O			O	O							O	O	O	O	O	M
VAN	VD	Criminal Mischief/Felony Vandalism/ ≥ $1000 Damage to district property of $500 or more requires school administrators to consult with district administration regarding restitution	M	O	O			M	M								O	O	O	M	M
	CD	Inappropriate Use of Technology (Computers or Networks)	M	O	O			O	O					O	O	O	O	O	O		
	CE	Illegal Use of Technology (Computers or Networks)	M	O	O	O		O	O								O	O	O	M	M
ARS	AN	Arson Damage to district property of $500 or more requires school administrators to consult with district administration regarding restitution	M	O	O	O		O	M									M	M	M	M
BRK	BU	Breaking and Entering/Burglary	M	O	O	O		O	M							O	O	O	O	M	M
	OTHER CRIMINAL INCIDENTS																				
OMC	OS	Other Serious Incident/Delinquent Act	M	O		O			M								O	O	O	O	M
	OI	Delinquent Act/Felony Off-Campus	M	O		O			M									O	O	O	M
	NC	Non-Collier Offense																	M	O	M
	SV	Safety Violation (e.g., non-SESIR reportable trespass, open exterior doors to visitors)	M	O	O	O			M							O	O	O	O	M	M
	DI	Dangerous Instrument (e.g., non-SESIR reportable instruments such as a common pocketknife, pepper spray less than 2 ounces)	M	O	O	M	M		M								O	O	O	M	M
WPO	WP	Weapon Possession	M	O		M	M		M									M	M	M	M
ROB	RB	Robbery	M	O		M	M		M									M	M	M	M
SXB	YS	Sexual Battery	M	O		M			M									M	M	M	M
KID	KI	Kidnapping	M	O		M			M									M	M	M	M
HOM	HO	Homicide	M	O		M			M									M	M	M	M
TRE	ET	Extortion	M	O		M	M		M									M	M	M	M
DOC	BT	Bomb Threat	M	O		M			M									M	M	M	M

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		1st Offense	5-10 day suspension from school bus transportation																		
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