



PETALUMA CITY SCHOOLS

Behavior Expectations and Responses

WHAT HAPPENED?	POSSIBLE RESPONSES
<p>Disruption/ Willful Defiance</p> <p>48900(k)</p> <p>Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties</p> <p><i>48900(k) is NOT a basis for suspension for grades K - 8 and</i></p> <p><i>NOT a basis for expulsion for K-12. For further information, please see SB 419</i></p>	<p>For 48900(k) behavioral errors the administrator should utilize one or more of the following measures depending on the behavior:</p> <ul style="list-style-type: none"> ● Reteach the expected behavior with multiple examples, teach where the problems are occurring, give frequent practice opportunities ● Provide useful and immediate correction when behavior error takes place ● Provide positive feedback when behavior expectations are met ● Prevent problem behavior by increasing supervision, restricting student privileges; ● Parent/caregiver contact ● Allow student to restore the environment and relationships which were affected by his or her behavior in the form of Restorative Practices and Community Service ● Refer student to the intervention team for additional interventions and supports ● Time out ● Detention ● Informal Conference (guidance/reteaching) ● Loss of privileges (restricted area, increased supervision) ● Behavior contract ● Check In Check Out (CICO) ● Restorative Apology ● Restorative Mediation ● Restorative Meeting (e.g., classroom meeting on impact of disruption, not following directions) ● Documentation placed in student's file of all steps taken ● Community service (e.g., help in teachers room) ● Formal Conference ● In school suspension or suspension (9-12 only)
<p><u>Absence/Truancy-- Unexcused</u></p> <p><i>A student cannot be suspended for truancy or attendance problems. Attendance issues are addressed by following the district SARB- (School Attendance Review Board) process. Chronic truancy or tardiness may result in a student and parent's/caregiver's required attendance at a SART (School Attendance Review Team) meeting at the school site or a SARB (School Attendance Review Board) hearing at PCS Office.</i></p>	<p>May include:</p> <ul style="list-style-type: none"> ● Follow PCS Attendance Policy ● Home Visits ● Principal Letter ● Truancy Letters ● SART ● SARB <p>May NOT include:</p> <ul style="list-style-type: none"> ● In school suspension or suspension



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<p><i>Failure to comply with the SARB directives may result in either criminal prosecution of the parent or a violation of Education Code section 42800 by the student.</i></p> <p><i>Violation of this Education Code concerning compulsory school attendance can result in parent fines, community service, suspension of driver's license, revoking of work permits, parent's attendance at school with the student and/or declaration of the child as a ward under the Welfare and Institutions Code section 601.</i></p>	<ul style="list-style-type: none"> ● Expulsion ● (EC 48200, 48260)
<p><u>Bus Conduct</u> 48900(k)</p>	<ul style="list-style-type: none"> ● Informal Conference (guidance/reteach (e.g., PBIS bus lesson)) ● Community service (e.g., clean bus, teach younger students bus expectations) ● Behavior contract ● Loss of privileges (e.g., assigned seating) ● Restorative Circle (with bus riders & driver) ● Formal Conference ● Detention ● Loss of bus transportation
<p><u>Cheating on Test or School Related Assignment, Plagiarizing</u> 48900(k)</p>	<ul style="list-style-type: none"> ● Investigation ● Informal Conference (guidance/reteach (e.g., PBIS lesson on integrity & responsibility)) ● Formal Conference ● Loss of privileges (e.g., assigned seating) ● Behavior contract. ● Community service (e.g., provide tutoring to students in strong academic area while receiving tutoring in low area) ● Restorative Circle (e.g., apologize, circle on how cheating affects everyone) ● Detention ● Failing Grade on assignment ● Fail course ● Meet with College Admissions Expert ● "No" or Negative College Recommendation Letters from the School



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<p><u>Electronic Devices Possession/Using if Disrupts Educational Process</u></p> <p>48900(k)</p>	<ul style="list-style-type: none"> ● Informal Conference (guidance/reteaching (e.g., PBIS lesson on cell phone use)) ● Community Service (e.g., help PBIS Team make expectation posters for school) ● Loss of privileges (e.g., must keep phone in office) ● Detention ● Behavior contract ● Restorative Circle (e.g., classroom circle on impact of cell phone use in class) ● Confiscation (e.g., pick up from teacher at end of period, pick up from office by parent/caregiver at end of day/week)) ● Formal Conference
<p><u>Fire Alarm-- Deliberate False</u></p> <p>48900(k)</p>	<ul style="list-style-type: none"> ● Informal Conference (guidance/reteaching (e.g., learn about & write a report on fire safety)) ● Loss of privileges (e.g., increased supervision, restricted play area, buddy accompany student during transitions) ● Detention ● Behavior contract ● Restorative Circle (e.g., student and family meet with Fire Marshal) ● Formal Conference ● Community Service (e.g., make up for lost instructional time by assisting in office, volunteer for fire department) ● In school suspension or suspension ● Notify Law Enforcement
<p><u>Forgery</u></p> <p>48900(k)</p>	<ul style="list-style-type: none"> ● Informal Conference (guidance/reteach (e.g., PBIS lesson on integrity & responsibility)) ● Formal Conference ● Loss of privileges (e.g., parent phone call in lieu of student dependent communication) ● Detention ● Behavior contract ● Community service ● Restorative Circle (with student, teacher and parent/caregiver) ● Documentation placed in student's file of all steps taken
<p><u>Gambling</u></p> <p>48900(k)</p>	<ul style="list-style-type: none"> ● Informal Conference (guidance/reteach (e.g., lesson on gambling, write a report on history/law of gambling)) ● Formal Conference ● Loss of privileges (e.g., increased supervision, restricted area)



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	<ul style="list-style-type: none"> ● Detention ● Behavior contract ● Community service (e.g., help w/ school fundraiser as positive way to earn funds) ● Restorative Circle (with student, parents, impacted staff/students) ● Documentation placed in student’s file of all steps taken
<p><u>Gang Behavior/Apparel</u></p> <p>48900(k)</p> <p>Gang Related Apparel must be indicated clearly in school dress code and limited to clothing that “reasonably could be determined to threaten the health and safety of the school environment.” [EC 32282] <i>PCS does not use “gang enhancement” policies but instead will discipline according to the underlying prohibited conduct – fights, dress code violations, other infractions, etc. – using the normal progressive disciplinary rules.</i></p>	<p>May include:</p> <ul style="list-style-type: none"> ● Referral to community agency for gang diversion ● Counseling ● Tutoring ● Family support ● Anger management or other types of services ● Provide the parents and family with support, information, and services (PC 13825.4) ● Police diversion program <p>May NOT include:</p> <ul style="list-style-type: none"> ● Asking students to sign “Gang Contracts” ● Forwarding to police the names of students suspected of wearing “gang related clothing” or participating in “gang-related conduct” ● Photographing students on the basis of suspected gang affiliation or gang-related clothing or conduct
<p><u>Campus—Leaving Without Proper Authorization</u></p>	<ul style="list-style-type: none"> ● Loss of privileges (e.g., increased supervision, restricted play area) ● Informal Conference (guidance/reteach (e.g., PBIS lesson on safety)) ● Formal Conference (e.g., review safety rules with parent/caregiver) ● Behavior Intervention Plan to establish alternatives to leaving campus when upset/overwhelmed ● Behavior contract ● Detention ● Community service (activities to bond student to school, create relationships with safe adults, etc) ● Restorative Meeting ● SART ● SARB ● Notify Law Enforcement ● Documentation placed in student’s file of all steps taken ● In school suspension or suspension



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<p><u>Violence / Injury:</u> <u>48900(a)(1), 48900(a)(2)</u></p> <p>Ed Code Description (a)(1)Caused, attempted to cause, or threatened to cause physical injury to another person, except in self-defense. Class I 48915(b)</p> <p>(a)(2)Willfully used force or violence upon the person of another, except in self-defense. Class I 48915(b)</p> <p>Serious physical injury - Class II 48915(a)(1)(A)</p>	<ul style="list-style-type: none"> ● Reteaching ● Request for Assistance ● Informal Conference (guidance/reteaching) ● Formal Conference (restricted area) ● Behavior contract ● Check In Check Out (CICO) ● Community service ● Restorative Apology ● Restorative Mediation ● Restorative Meeting ● Restorative Conference (prep work) ● Detention ● In school suspension or suspension ● Expulsion ● Documentation placed in student’s file of all steps taken <p>Must Include: Notify Law Enforcement if assault with deadly weapon or force likely to produce great bodily harm</p>
<p><u>Violence / Injury:</u> <u>48900(a)(1), 48900(a)(2)</u></p> <p>Ed Code Description (a)(1)Caused, attempted to cause, or threatened to cause physical injury to another person, except in self-defense. Class I 48915(b)</p> <p>(a)(2)Willfully used force or violence upon the person of another, except in self-defense. Class I 48915(b)</p> <p>Serious physical injury - Class II 48915(a)(1)(A)</p>	<ul style="list-style-type: none"> ● Reteaching ● Request for Assistance ● Informal Conference (guidance/reteaching) ● Formal Conference (restricted area) ● Behavior contract ● Check In Check Out (CICO) ● Community service ● Restorative Apology ● Restorative Mediation ● Restorative Meeting ● Restorative Conference (prep work) ● Detention ● In school suspension or suspension ● Expulsion ● Documentation placed in student’s file of all steps taken <p>Must Include: Notify Law Enforcement if assault with deadly weapon or force likely to produce great bodily harm</p>



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<p><u>Weapon: 48900(b)</u></p> <p>Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object.</p> <p>Possessed, sold, or furnished a firearm. Class III 48915(c)(1)</p> <p>Possession of explosives. Class III 48915(c)(5)</p> <p>Possession of any knife or other dangerous object of no reasonable use to the pupil. Class II 48915(a)(1)(B)</p> <p>Brandishing a knife at another person. Class III 48915(c)(2)</p> <p>“Knife” means any dirk, dagger, or other weapon with a fixed, sharpened blade fitted primarily for stabbing, a weapon with a blade fitted primarily for stabbing, a weapon with a blade longer than 3 ½ inches, a folding knife with a blade that locks into place, or a razor with an unguarded blade.</p>	<ul style="list-style-type: none"> ● Confiscation ● Reteaching ● Request for Assistance ● Loss of privileges (backpack checks) ● Behavior contract ● Check In Check Out (CICO) ● Restorative Apology ● Restorative Mediation ● Restorative Meeting ● Restorative Conference (prep work) ● Community service ● informal Conference (guidance/reteaching) ● Formal Conference ● Detention ● In school suspension or suspension ● Expulsion ● Documentation placed in student’s file of all steps taken <p>Must Include: Notify Law Enforcement if assault with deadly weapon</p> <p>(Mandatory Expulsion for firearm, brandishing a knife, explosives)</p>
<p><u>Alcohol & Drugs Possession / Use / Sale / Under the Influence: 48900(c)</u></p> <p>Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance, alcohol, or an intoxicant of any kind.</p> <p>Alcohol & Drugs Use/Under the Influence. Class I 48915(b)</p> <p>Alcohol & Drugs Possession. Class II 48915(a)(1)(C)</p>	<ul style="list-style-type: none"> ● Follow Alcohol & Drug Protocol: <ul style="list-style-type: none"> ○ Confiscation ○ Referral to School Nurse ○ Referral to Drug & Alcohol ○ Referral to Project True or Project Success or Alateen (Link to Student Services Programs) ● Reteaching ● Request for Assistance ● Loss of privileges (backpack checks) ● Behavior contract ● Check In Check Out (CICO) ● Community service ● Restorative Meeting ● Restorative Conference (prep work)



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<p>Sale of Drugs. Class III 48915(c)(3)</p> <p>Link to Student Services Programs</p>	<ul style="list-style-type: none"> ● Informal Conference (guidance/reteaching) ● Formal Conference ● Detention ● In school suspension ● Documentation placed in student's file of all steps taken <p><i>*Suspension at home NOT recommended for youth with alcohol and drug issues</i></p> <p>Must Include: Notify Law Enforcement if use, possession, sale of controlled substances, alcohol, intoxicants or offer/sale of lookalike substances</p> <p>(Mandatory Consideration for Expulsion for Drug Sales)</p>
<p><u>Lookalike Alcohol & Drugs – Offered / Arranged / Negotiated to Sell: 48900(d)</u></p> <p>Unlawfully offered, arranged, or negotiated to sell a controlled substance, alcoholic beverage or intoxicant, and either sold, delivered or furnished counterfeit substance. Class I 48915(b)</p> <p>Link to Student Services Programs</p>	<ul style="list-style-type: none"> ● Follow Alcohol & Drug Protocol: <ul style="list-style-type: none"> ○ Confiscation ○ Referral to School Nurse ○ Referral to Project True or Project Success or Alateen (Link to Student Services Programs) ● Reteaching ● Request for Assistance ● Loss of privileges (backpack checks) ● Behavior contract ● Check In Check Out (CICO) ● Community service ● Restorative Meeting ● Restorative Conference (prep work) ● Informal Conference (guidance/reteaching) ● Formal Conference ● Detention ● In school suspension ● Documentation placed in student's file of all steps taken <p><i>*Suspension at home NOT recommended for youth with alcohol and drug issues</i></p>



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	<p>Must Include: Notify Law Enforcement if use, possession, sale of controlled substances, alcohol, intoxicants or offer/sale of lookalike substances</p> <p>(Mandatory Consideration for Expulsion for Drug Sales)</p>
<p><u>Robbery / Extortion: 48900(e)</u></p> <p>Committed, or attempted to commit, robbery or extortion. Robbery is stealing involving person to person interaction, usually with force. Extortion is using force or threats to compel another person to give them money or other property. Class II 48915(a)(1)(D)</p>	<ul style="list-style-type: none"> ● Reteaching ● Request for Assistance ● Loss of privileges (restricted area, increased supervision) ● Behavior contract ● Check In Check Out (CICO) ● Community service ● Restorative Apology ● Restorative Mediation ● Restorative Meeting ● Restorative Conference (prep work) ● Informal Conference (guidance/reteaching) ● Formal Conference ● Detention ● Community Service (e.g. replace item, voluntary work in lieu of payment) ● Loss of Privileges ● In school suspension or suspension ● Expulsion ● Notify Law Enforcement ● Documentation placed in student's file of all steps taken
<p><u>Property Damage: 48900(f)</u></p> <p>Caused, or attempted to cause, damage to school property or private property of others. Including Arson or Graffiti, reporting for Safe Schools Assessment Program shall be limited to incidents that result in an economic loss of \$100 or more. (CCR 700(b)) Class I 48915(e)</p>	<ul style="list-style-type: none"> ● Reteaching ● Request for Assistance ● Loss of privileges (restricted area, increased supervision) ● Detention ● Behavior contract ● Check In Check Out (CICO) ● Community Service (e.g. repair damaged property, voluntary work in lieu of payment) ● Restorative Apology ● Restorative Meeting ● Restorative Mediation



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	<ul style="list-style-type: none"> ● Restorative Conference (prep work) ● Informal Conference (guidance/reteaching) ● Formal Conference ● In school suspension or suspension ● Parent Liabile up to \$10,000 ● Withhold grades, diploma, or transcripts (EC 48904) ● Notify Law Enforcement ● Documentation placed in student's file of all steps taken ● Notify Law Enforcement <p><i>May be suspended for first offense only if pupil's presence causes a danger to others</i></p>
<p><u>Stealing: 48900(g)</u></p> <p>Stole, or attempted to steal school property or private property. Class I 48915(e)</p>	<ul style="list-style-type: none"> ● Reteaching ● Request for Assistance ● Loss of privileges (backpack checks) ● Behavior contract ● Check In Check Out (CICO) ● Community service (e.g., voluntary work in lieu of payment) ● Replace item ● Restorative Apology ● Restorative Mediation ● Restorative Meeting ● Restorative Conference (prep work) ● Informal Conference (guidance/reteaching) ● Formal Conference ● Community Service ● Detention ● In school suspension or suspension ● Notify Law Enforcement ● Documentation placed in student's file of all steps taken <p><i>May be suspended for first offense only if pupil's presence causes a danger to others</i></p>
<p><u>Smoking / Tobacco: 48900(h)</u></p> <p>Possessed, or used, tobacco or products containing tobacco or nicotine. Class I 48915(e)</p>	<ul style="list-style-type: none"> ● Follow Alcohol & Drug Protocol: <ul style="list-style-type: none"> ■ Confiscation ■ Referral to School Nurse ■ Reteaching



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WHAT HAPPENED?	POSSIBLE RESPONSES
	<ul style="list-style-type: none"> ■ Referral to Project True or Project Success ■ YVape and Youth Vaping Censation (Link to Student Services Programs) <ul style="list-style-type: none"> ● Request for Assistance ● Loss of privileges (backpack checks, restricted area) ● Behavior contract ● Check In Check Out (CICO) ● Community service ● Restorative Meeting ● Restorative Conference (prep work) ● Informal Conference (guidance/reteaching) ● Formal Conference ● Detention ● In school suspension or Suspension* ● Documentation placed in student's file of all steps taken <p><i>*May be suspended for the first offense only if the pupil's presence causes a danger to others. Suspension at home NOT recommended for youth with alcohol and drug issues.</i></p> <p>Must Include: Notify Law Enforcement if use, possession, sale of controlled substances, alcohol, intoxicants or offer/sale of lookalike substances</p>
<p><u>Profanity / Obscenity: 48900(i)</u> Committed an obscene act or engaged in habitual profanity or vulgarity. Class I 48915(e)</p>	<ul style="list-style-type: none"> ● Reteaching ● Request for Assistance ● Loss of privileges (restricted area, increased supervision) ● Behavior contract ● Check In Check Out (CICO) ● Community service (e.g., make PBIS posters for respectful language, write report and present) ● Restorative Apology ● Restorative Mediation ● Detention ● Loss of Privileges ● Community Service ● In School Suspension ● Suspension ● Expulsion



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<p><u>Drug Paraphernalia: 48900(j)</u></p> <p>Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia (as defined by H&S Code 11014.5). Class I 48915(e)</p>	<ul style="list-style-type: none"> ● Notify Law Enforcement ● Follow Alcohol & Drug Protocol: <ul style="list-style-type: none"> ■ Confiscation ■ Referral to School Nurse ■ Referral to Project True or Project Success or Alateen (Link to Student Services Programs) ● Reteaching ● Request for Assistance ● Loss of privileges (e.g., restricted area on campus with increased supervision, backpack checks) ● Behavior contract ● Check In Check Out (CICO) ● Community service ● Restorative Meeting ● Restorative Conference (prep work) ● Informal Conference (guidance/reteaching) ● Formal Conference ● Detention ● In school suspension or Suspension* ● Documentation placed in student's file of all steps taken ● Notify Law Enforcement <p><i>*May be suspended for first offense only if the pupil's presence causes a danger to others. Suspension at home NOT recommended for youth with alcohol and drug issues.</i></p> <p>(Mandatory Consideration for Expulsion for Drug Sales)</p>
<p><u>Stolen Property: 48900(l)</u></p> <p>Knowingly received stolen school property or private property. Class I 48915(e)</p>	<p>May include:</p> <ul style="list-style-type: none"> ● Confiscation <ul style="list-style-type: none"> ● Reteaching ● Request for Assistance ● Loss of privileges (backpack checks, increased supervision) ● Behavior contract ● Check In Check Out (CICO) ● Community service (e.g., voluntary work in lieu of payment) ● Replace item



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	<ul style="list-style-type: none"> ● Restorative Apology ● Conflict Mediation ● Restorative Meeting ● Restorative Conference (prep work) ● Informal Conference (guidance/reteaching) ● Formal Conference ● Detention ● In school suspension or suspension ● Notify Law Enforcement ● Documentation placed in student's file of all steps taken <p style="text-align: center;"><i>May be suspended for the first offense only if the pupil's presence causes a danger to others.</i></p>
<p><u>Imitation Firearm: 48900(m)</u></p> <p>Possessed an imitation firearm. "Imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.</p> <p>Class I 48915(e)</p>	<ul style="list-style-type: none"> ● Confiscation ● Reteaching ● Request for Assistance ● Loss of privileges (e.g., daily backpack check, increased supervision) ● Behavior contract ● Check In Check Out (CICO) ● Community service (e.g., voluntary work in lieu of payment) ● Restorative Apology ● Conflict Mediation ● Restorative Meeting ● Restorative Conference (prep work) ● Informal Conference (guidance/reteaching) ● Formal Conference ● Detention ● In school suspension or suspension ● Notify Law Enforcement ● Documentation placed in student's file of all steps taken <p style="text-align: center;"><i>May be suspended for the first offense only if the pupil's presence causes a danger to others.</i></p> <p>(Mandatory Expulsion for firearm, brandishing knife, explosives)</p>



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<p><u>Threatened Witness: 48900(o)</u></p> <p>Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.</p> <p>Class I 48915(e)</p>	<ul style="list-style-type: none"> ● Follow Bullying Response Protocol ● Request for Assistance ● Loss of privileges (e.g., assigned seating, restricted area on campus, increased supervision) ● Behavior contract ● Check In Check Out (CICO) ● Community service (e.g., make PBIS posters for respectful language, write report and present) ● Restorative Apology ● Conflict Mediation ● Restorative Meeting (e.g. circle on impact of threatening behavior on others) ● Restorative Conference (prep work) ● Informal Conference (guidance/reteaching) ● Formal Conference ● Detention ● In school suspension ● In school suspension or suspension ● Notify Law Enforcement ● Documentation placed in student's file of all steps taken <p><i>May be suspended for first offense only if pupil's presence causes a danger to others</i></p>
<p><u>Hazing: 48900(q)</u></p> <p>Engaged in, or attempted to engage in, hazing which is any method of initiation or pre-initiation into a group which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm.</p> <p>Class I 48915(e)</p>	<ul style="list-style-type: none"> ● Follow Bullying Response Protocol ● Request for Assistance ● Loss of privileges (e.g., assigned seating, restricted area on campus, increased supervision) ● Behavior contract ● Check In Check Out (CICO) ● Community service (e.g., make PBIS posters for respectful language, write report and present, impact of bullying & hazing) ● Restorative Apology ● Conflict Mediation ● Restorative Meeting (e.g. circle on impact of hazing on others) ● Restorative Conference (prep work) to address impact of hazing on others ● Informal Conference (guidance/reteaching) ● Formal Conference ● Detention ● In school suspension or suspension



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	<ul style="list-style-type: none"> ● Expulsion ● Notify Law Enforcement ● Documentation placed in student's file of all steps taken <p><i>May be suspended for the first offense only if the pupil's presence causes a danger to others.</i></p>
<p><u>Aiding & Abetting: 48900(t)</u></p> <p>Assisting, encouraging, supporting others in the act of inflicting serious bodily injury to another person (as defined by Penal Code 31) Class I 48915(e)</p>	<ul style="list-style-type: none"> ● Request for Assistance ● Loss of privileges (e.g., increased supervision) ● Behavior contract ● Check In Check Out (CICO) ● Community service (e.g., make PBIS posters for respectful language, write report and present) ● Restorative Apology ● Conflict Mediation ● Restorative Meeting (e.g. circle on impact of threatening behavior on others) ● Restorative Conference (prep work) to address impact of their behavior ● Informal Conference (guidance/reteaching) ● Formal Conference ● Detention ● In school suspension or suspension ● Expulsion ● Notify Law Enforcement ● Documentation placed in student's file of all steps taken <p><i>May be suspended for the first offense only if the pupil's presence causes a danger to others.</i></p>
<p><u>Sexual Harassment: 48900.2 212.5 (Grades 4-12 only)</u></p> <p>Unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature and has a negative impact upon the victim or creates an intimidating, hostile, or offensive environment (does not apply to grades K-3) Class I 48915(e)</p>	<ul style="list-style-type: none"> ● Follow Bullying Response Protocol ● Reteaching ● Request for Assistance ● Loss of privileges (e.g., assigned seating, restricted area on campus, increased supervision, class change) ● Behavior contract ● Check In Check Out (CICO) ● Community service (e.g., school projects to promote respectful environment) ● Restorative Apology ● Restorative Meeting (e.g. circle on impact of sexually harassing behavior on others)



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WHAT HAPPENED?	POSSIBLE RESPONSES
<p>(Grades 4-12 only)</p>	<ul style="list-style-type: none"> ● Restorative Conference (prep work) to address impact of sexual harassment on victim ● Informal Conference (guidance/reteaching) ● Formal Conference ● Detention ● In school suspension or suspension ● Expulsion ● Notify Law Enforcement ● Documentation placed in student's file of all steps taken <p><i>May be suspended for the first offense only if the pupil's presence causes a danger to others.</i></p> <p>(Grades 4-12 only) Must Include: Report to Title IX Officer for an assessment of severity and pervasiveness</p>
<p><u>Hate Violence: 48900.3 233(e) (Grades 4-12 only)</u></p> <p>Harming, threatening or harassing someone motivated by real or perceived disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, immigration status (as defined by PC 422.6, 422.7, or 422.75) (does not apply to grades K-3) Class I 48915(e)</p> <p>(Grades 4-12 only)</p> <p>Follow Title VI Guidelines</p>	<ul style="list-style-type: none"> ● Follow Bullying Response Protocol ● Request for Assistance ● Loss of privileges (e.g., assigned seating, restricted area on campus, increased supervision, class change) ● Behavior contract ● Check In Check Out (CICO) ● Community service (e.g., school projects to make the school feel safe and students feel respected) ● Restorative Apology ● Conflict Mediation ● Restorative Meeting (e.g. circle on impact of hate speech or harassing behavior on others) ● Restorative Conference (prep work) to address impact of hate violence on victim and community ● Informal Conference (guidance/reteaching) ● Formal Conference ● Detention ● In school suspension or suspension ● Expulsion ● Notify Law Enforcement ● Documentation placed in student's file of all steps taken <p><i>May be suspended for the first offense only if the pupil's presence causes a danger to others.</i></p>



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WHAT HAPPENED?	POSSIBLE RESPONSES
<p>Threats & Intimidation: 48900.4 (Grades 4-12 only)</p> <p>Intentionally engaged in harassment, threats or intimidation directed against school district personnel or pupils. Must be sufficiently severe to have the effect of disrupting classwork, creating substantial disorder, and creating an intimidating or hostile environment. Class I 48915(e)</p> <p>(Grades 4-12 only)</p> <p>Consider Title VI Guidelines</p>	<p>(Grades 4-12 only)</p> <ul style="list-style-type: none"> ● Follow Bullying Response Protocol ● Reteaching ● Request for Assistance ● Loss of privileges (e.g., restricted area on campus, increased supervision) ● Behavior contract ● Check In Check Out (CICO) ● Community service (e.g., school projects to promote respectful environment) ● Restorative Apology ● Conflict Mediation ● Restorative Meeting (e.g. impact of threatening behavior on others) ● Restorative Conference (prep work) to address impact of threats and intimidation on victim and community ● Informal Conference (guidance/reteaching) ● Formal Conference ● Detention ● In school suspension or suspension ● Expulsion ● Notify Law Enforcement ● Documentation placed in student's file of all steps taken <p><i>May be suspended for first offense only if pupil's presence causes a danger to others</i></p> <p>(Grades 4-12 only)</p>
<p>Terroristic Threats: 48900.7</p> <p>Threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of \$1,000. The student's <i>intent</i> must be that the statement is to be taken seriously as a threat (even if there is no intent of actually carrying it out).</p> <p>Person threatened is in fear for his or her own safety, family's safety, or protection of school or personal district property</p>	<ul style="list-style-type: none"> ● Follow Threat Assessment Protocol ● Request for Assistance ● Loss of privileges (e.g., restricted area on campus, increased supervision) ● Behavior contract ● Check In Check Out (CICO) ● Community service (e.g., school projects to promote respectful environment) ● Restorative Apology ● Conflict Mediation ● Restorative Meeting (e.g. impact of threatening behavior on others)



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WHAT HAPPENED?	POSSIBLE RESPONSES
<p>Class I 48915(e)</p>	<ul style="list-style-type: none"> ● Restorative Conference (prep work) to address impact of threats and intimidation on victim and community ● Informal Conference (guidance/reteaching) ● Formal Conference ● Detention ● In school suspension or suspension ● Expulsion ● Notify Law Enforcement ● Documentation placed in student's file of all steps taken <p><i>May be suspended for first offense only if pupil's presence causes a danger to others</i></p>
<p><u>Assault on Staff: 48900(a) (1)-(2) PC 240 & 242</u></p> <p>Assault or battery upon any school employee. Class II 48915(a)(1)(E)</p> <p>"Assault" is an unlawful attempt, coupled with a present ability to commit a violent injury</p> <p>"Battery" is any willful and unlawful use of force or violence</p>	<ul style="list-style-type: none"> ● Request for Assistance ● Loss of privileges (e.g., restricted area on campus, increased supervision) ● Behavior contract ● Check In Check Out (CICO) ● Community service (e.g., school projects to promote respectful environment, work in teachers classroom) ● Restorative Apology ● Restorative Meeting (e.g. impact of threatening behavior on others, apology) ● Restorative Conference (prep work) to address impact of physical violence on victim and community ● Informal Conference (guidance/reteaching) ● Formal Conference ● Detention ● In school suspension or suspension ● Expulsion ● Documentation placed in student's file of all steps taken <p><i>May be suspended for the first offense only if the pupil's presence causes a danger to others.</i></p> <p>Must Include: Notify Law Enforcement if any pupil attacks, assaults or physically threatens staff</p>



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WHAT HAPPENED?

POSSIBLE RESPONSES

DEFINITIONS

Classroom Suspension

A teacher may suspend a student from one class for no longer than the balance of the day plus the following day and the student must remain on campus under appropriate supervision. The teacher shall, as soon as possible, ask the parent/caregiver to attend a parent-teacher conference with the teacher, at which the school administrator, school counselor, or school psychologist may also be present. **Note:** A teacher may not send a student from class and request they remain absent from class for a specified period of time without initiating a Classroom Suspension and ensuing parent-teacher conference. (EC 48910)

Community Service

A student may perform community service on school grounds during non-school hours. Such service may include, but is not limited to, outdoor beautification, campus betterment, and teacher or peer assistance programs. (EC 48900.6, AR 5144)

Detention

Assignment of a student to a detention schedule after school supervised by a *certificated* employee. Such detention shall not occur during the minimum lunch or recess period, and may be imposed for up to one hour after the close of the maximum school day. A student who is transported by school bus shall be detained only until the time when the bus departs. School personnel must give the parent/student 24-hour advance notice. Same-day after-school detentions must receive prior parent/caregiver approval. (AR 5144)

Formal Meeting

A formal conference is held between the student, parent/caregiver, and one or more school officials. During this conference, the student must agree to correct his/her behavior. Parent(s) may be notified by telephone, personal contact, letter or certified letter. A conference may also be conducted between the student, his/her parent(s), appropriate school personnel and any other individuals concerned.

Informal Meeting

A school official (teacher, administrator or counselor) will meet with the student for instruction & guidance providing re-teaching and corrective feedback. This may offer the student an opportunity to have an understanding of, and be motivated to change, his or her behavior. A student so involved is more likely to become re-engaged in the process of learning.

Loss of Privileges

If a student is not responsible with a previously earned privilege, that privilege can be revoked. The student can earn it back by successfully engaging in the behavior under supervision, or by meeting prearranged criteria for reinstatement of the privilege (e.g. playing in a specific area of the playground, freedom of movement around campus). Any activity or event that is a scheduled part of the school day (e.g. recess, lunch) is not considered a privilege.



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WHAT HAPPENED?

POSSIBLE RESPONSES

Parent Shadowing

If a teacher suspends a student from class for a violation of either EC 48900(k) or (i), the teacher may request in writing the parent or guardian of a pupil to attend a portion of a school day in the classroom of his or her child. Take into account reasonable factors that may prevent compliance with a notice to attend. The attendance of the parent or guardian shall be limited to the class from which the pupil was suspended. (EC 48900.1 (a))

Recess Restriction/Time Out

A student's recess time *may* be restricted under the following conditions (AR 5144):

1. Only when the teacher believes that this is the most effective way to bring about improved behavior.
2. Other disciplinary measures have been tried before imposing the restriction.
3. The student is given adequate time to use the restroom and get a drink or eat lunch, as appropriate.
4. The student remains under a *certificated* employee supervision during the period of restriction.
5. Restriction from recess is not be utilized on an ongoing basis
6. Teachers must inform the principal of any recess restrictions they impose.

Re-Entry Meeting

PCS requires a [re-entry meeting](#) when students return from suspension or incarceration. This meeting with the student, family, administrator and any other adult involved in the behavior that led to the suspension (e.g. teacher). The goal of the [Re-entry meeting](#) is to help the student repair harm, reintegrate into the community in a positive way and determine what support they may need moving forward. [Re-Entry meetings](#) are most effective prior to the return of the student into the community, and before the student returns to the class that the incident occurred in.

Referral to COST team - Request for Assistance

A Coordination of Services team (COST) made up of school support staff including the school counselor, psychologist, social worker, nurse, administrator, etc. The team will use a positive behavior support approach with tiered interventions to address the behavior which may include:

- **Small Group Counseling** for teaching prosocial behavior (e.g. anger management).
- **Behavior Contracts** – An effective contract is one which clearly states what the behavioral goals are for the student, positive consequences (rewards) he or she can earn for demonstrating these behaviors, and negative consequences that will follow when those behaviors are not demonstrated.
- **Self Management Point Sheets** (e.g. CICO)
- **Mentoring Programs**
- **After-School Programs** that address specific behavioral issues or expose pupils to positive activities and behaviors.
- **Refer to Student Study Team (SST)** - A team made up of student, parent, teacher(s), administrator and other involved school support staff (e.g. school counselor, psychologist, social worker, etc). The team will further evaluate the student needs and create a plan to increase supports which may include:
 - **Individual Counseling**
 - **Behavior Support Plans** – A Student experiencing “serious” behavior challenges may benefit from a Behavior Support Plan (BSP) developed through the Student Study Team (SST) at their school. “Serious” behavior challenges are those behaviors that are self-injurious, assaultive, or cause serious property damage, and other



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severe behavior problems that are pervasive and maladaptive for which prior interventions are found to be ineffective. Special education students whose behavior impedes learning may also require a BSP as defined in the Education Code (EC sections 56520 et seq.) through the IEP team. A Functional Behavior Assessment (FBA) will assist the team in better understanding the reason for the misbehavior and identify effective interventions to change the behavior. The law also requires additional procedures and considerations for suspensions and expulsions of students with disabilities. For more information, please contact the PCS Special Education Department at (707) 935-6004.

- o **Wrap Around Services**
- o **Referral for Assessment** - a comprehensive psychosocial or psychoeducational assessment, including for purposes of creating an individualized education program, or a plan adopted pursuant to Section 504 of the federal Rehabilitation Act of 1973. (29 U.S.C. Sec. 794(a))

Restorative Meetings

Restorative Practices gives students who commit infractions in school an opportunity to understand how their behavior affects others in the school community, including students, teachers and parents/caregivers, and directly involves them in a process to repair the harm. These [Restorative Meetings](#) may take on different formats, depending on the incident and the people involved. These may include informal Restorative Chats, [Restorative Mediation](#) when two people have harmed each other, Restorative Circles for serious issues involving many people, or a more formal [Restorative Conference](#). All of these Restorative Meetings allow affected parties to come together in a safe environment to explore how everyone has been affected by an offense and, when possible, to decide how to repair the harm.

Suspension

Suspendable offenses must be related to school activity or attendance. [EC 48900(s)] This means that a student cannot be disciplined for off-campus conduct that is unrelated to a school activity or school attendance. Suspensions (both on campus and out of school) are limited to a maximum of five (5) consecutive days and twenty (20) days in one school year. **Informal Suspension “sending kids home”** is a violation of California compulsory attendance laws, the IDEIA, and District policy to tell a parent/caregiver to keep a child at home due to behavior or to send a student home without benefit of a conference. It is prohibited. **Students with a disability are entitled to certain procedural protections if a disciplinary action is considered a change in placement.**

In School Suspension

(same limitations and processes as Out of School Suspension below) When Suspension from school is indicated, the school should make every effort to provide supervised On Campus Suspension to ensure student safety, mental health, and academic success. (BP 5144) During an On Campus Suspension consider including restorative conferences, community service and targeted behavioral and academic supports. The teacher(s) shall provide the student with sufficient and relevant classroom work and provide an opportunity to make up work without penalty in order to keep the student engaged in learning.

Out of School Suspension

A pupil may be suspended upon a *first* offense if it is determined that:

- 1) The pupil violated **EC 48900:**
 - (a) **Violence/Injury,**
 - (b) **Weapon Possession,**
 - (c) **Drug/Alcohol Possession or Under the Influence,**
 - (d) **Offered/Arranged/ Sold Look-Alike Drugs/Alcohol, or**



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- 2) **(e) Robbery/Extortion OR**
The pupil committed any violation under EC 48900 (f)-(t), 48900.2, 48900.3, 48900.4, OR 48900.7 AND the pupil’s presence causes a danger to persons.
 Before suspension school administrators must **meet** with the student (unless present danger to the life, safety, or health of pupils or school staff) and inform them of the **reason** for the disciplinary action, *including* the **other means of correction** that were attempted before the suspension and the **evidence** against him or her. The student must be given the opportunity to present his or her version and evidence in his or her **defense**. The school administrator will make a reasonable effort to **call the parent** by phone and follow up in writing the **reason** for the suspension and the **other means of correction** that were attempted (EC 48900.5 (a) & EC 48911 (b)(c)(d)).

Every Out of School and In School Suspension must be followed with a **Re-Entry Meeting** to help the student repair harm, reintegrate into the community in a positive way, and determine what support they may need moving forward. Additionally, consider referring the student to a **COST team** (or SST), to school support services staff and/or community agency referrals (EC 48911.1). The teacher must provide the student with sufficient and relevant classroom work and provide an opportunity to make up work without penalty to prevent them from falling behind academically and allow them to reintegrate faster.

Suspension from Extracurricular or Co-Curricular Activities

Extracurricular activities occur outside of the academic day. Co Curricular activities may be within or outside of the academic day and are built into the curriculum. It may be determined that a student may not participate in an extracurricular activity (e.g. athletics, dances) or a co-curricular activity (e.g. field trips) if they have shown unsafe or other behavior that would indicate that they would not be successful in the proposed activity. (BP 6145)

GLOSSARY REFERENCES:

California Education Code, Section 48900, 48911, 48914, [48911](#), [48915](#) and [48915.5](#)
 Sprague, J., Golly, A. (2005). BEST Behavior: Building Positive Behavior Supports in Schools. Boston, MA: Sopris West