

Almond Acres Charter Academy Discipline Matrix

Revised: November 4, 2013

The violations below are subject to the consequences listed and are supported by California Education Code and the Almond Acres Charter. This matrix is a guide for schools to use. Administration may use any or all consequences listed within each level of offense.

Ed Code / Board Policy #	Issue	1 st offense	2 nd offense	3 rd offense
<p>EC48900(r) <i>Engaged in bullying against students or staff</i></p> <p>EC48900.4 <i>Harassment / Threats / Intimidation towards student(s) or staff</i></p> <p>EC48900.7 <i>Terrorist threats against school officials or school property</i></p> <p>EC48900(o) <i>Harassment / threats toward a student who is a complaining witness</i></p>	<p><u>Bullying:</u></p> <p>► Cyber Bullying Uses technological communications (text, voice, or images) to humiliate, harass, embarrass, tease, intimidate, threaten, or slander (including those of a sexual nature) one or more students or school personnel which results in disruption of the school environment.</p> <p>► Verbal bullying Verbal aggression in which one student, or a group of students, engages in unprovoked and repeated verbal, social, or emotional intimidation against another student(s) and/or school personnel.</p> <p>► Harassment: Verbal aggression in which one student, or a group of students, engages in verbal, social, or emotional intimidation against other students and/or school personnel.</p> <p>► Threat: a specific act, gesture, or statement (written or verbal) which implies the intent to do harm to a person or property.</p>	<ul style="list-style-type: none"> ○ Office referral ○ Conduct an investigation ○ Conduct a threat assessment ○ Parent contact ○ Detention / loss of privileges / activities suspension ○ Counseling by school personnel ○ Notify Law Enforcement ○ 1-5 day on or off-campus suspension ○ Behavior Intervention Plan <ul style="list-style-type: none"> ○ District Contract ○ Restitution for injuries / damages 	<ul style="list-style-type: none"> ○ Office referral ○ Conduct an investigation ○ Conduct a threat assessment ○ Parent conference ○ Detention / loss of privileges / activities suspension ○ Counseling by school personnel ○ Notify Law Enforcement ○ 1-5 day on or off-campus suspension ○ Behavior Intervention Plan District Contract ○ Restitution for injuries / damages 	<ul style="list-style-type: none"> ○ Office referral ○ Conduct an investigation ○ Conduct a threat assessment ○ Parent conference ○ Detention / loss of privileges / activities suspension ○ Counseling by school personnel ○ Notify Law Enforcement ○ 3-5 day off-campus suspension ○ District Contract ○ Expulsion ○ Restitution for injuries / damages
<p>AACA Board Policy Technology Use Policy</p>	<p><u>Computer Violation</u></p> <p>► As per Acceptable Use Agreement for Students contract Includes but not limited to: Accessing unapproved software, websites, or information which is pornographic, obscene, racist, or abusive; transmitting computer viruses; or plagiarism of info;</p>	<ul style="list-style-type: none"> ○ Office referral ○ Parent contact <ul style="list-style-type: none"> ○ 1-5 day on or off-campus suspension ○ Behavior Intervention Plan ○ District Contract ○ Loss of computer privileges on any school computer 	<ul style="list-style-type: none"> ○ Office referral ○ Parent conference ○ 3-5 day on or off-campus suspension ○ Behavior Intervention Plan <ul style="list-style-type: none"> ○ District Contract ○ Loss of computer privileges on any school computer 	<ul style="list-style-type: none"> ○ Office referral ○ District Contract ○ Parent conference ○ 5 day off-campus suspension ○ Loss of computer privileges on any school computer
<p>AACA Board Policy Dress/Uniform Policy</p>	<p><u>Dress Code Violation</u></p> <p>Failure to adhere to the board-adopted dress code policy.</p>	<ul style="list-style-type: none"> ○ Verbal warning / office referral ○ Parent contact ○ Change of clothing 	<ul style="list-style-type: none"> ○ Office referral ○ Parent conference ○ Change of clothing ○ On or off-campus suspension 	<ul style="list-style-type: none"> ○ Office referral ○ 2-3 day off-campus suspension ○ Behavior Intervention Plan ○ Notify Law Enforcement (when gang affiliated)
<p>EC48900(c) <i>Poss, furnished, used, or under influence of any controlled substance</i></p> <p>EC48915(a)3 <i>Poss any controlled substance (except 1st offense of marijuana)</i></p> <p>EC48900(j) <i>Poss of drug paraphernalia</i></p>	<p><u>Drugs/Alcohol Offences</u></p> <p>► Possessed, furnished, used, or under the influence of any controlled substance, alcoholic beverage, or an intoxicant of any kind</p> <p>Possession of any drug paraphernalia</p>	<ul style="list-style-type: none"> ○ Office referral ○ Parent conference ○ Behavior Plan ○ 3-5 day off-campus suspension pending Site or District Hearing and Contract ○ Mandatory drug & alcohol counseling ○ Mandatory drug and alcohol testing ○ Loss of school privileges and activities ○ Notify Law Enforcement ○ Expulsion 	<ul style="list-style-type: none"> ○ Office referral ○ Parent conference ○ Behavior Plan ○ 5 day off-campus suspension pending District Hearing and Contract <ul style="list-style-type: none"> ○ Mandatory drug & alcohol counseling ○ Mandatory drug and alcohol testing ○ Loss of school privileges and activities ○ Notify Law Enforcement ○ Expulsion 	<ul style="list-style-type: none"> ○ Office referral ○ Parent conference ○ Expulsion ○ Mandatory drug & alcohol counseling ○ Mandatory drug and alcohol testing ○ Notify Law Enforcement ○ Family counseling

Almond Acres Charter Academy Discipline Matrix

Revised: November 4, 2013

The violations below are subject to the consequences listed and are supported by California Education Code and the Almond Acres Charter. This matrix is a guide for schools to use. Administration may use any or all consequences listed within each level of offense.

Ed Code / Board Policy #	Issue	1 st offense	2 nd offense	3 rd offense
<p>EC48915(c)3 <i>Sold any controlled substance</i></p> <p>EC48900(p) <i>Sold-Soma</i></p> <p>EC48900(d) <i>Sold a look-alike controlled substance</i></p>	<p><u>Drugs/Alcohol Offenses</u> <u>Selling</u></p> <p>► Offered, arranged, or negotiated to sell or sold any controlled substance</p> <p>► Offered, arranged or negotiated to sell or sold prescription drug – Soma</p> <p>► Offered, arranged, sold, or negotiated to sell any controlled substance THEN sold or furnished another substance represented to be the controlled substance. (sold a look-alike substance)</p>	<ul style="list-style-type: none"> ○ Office referral ○ Parent conference ○ 5 day off-campus suspension ○ Expulsion ○ Mandatory drug & alcohol counseling ○ Mandatory drug and alcohol testing ○ Banned from all public school campuses, facilities and activities (unless authorized & specified by the expulsion Contract) ○ Notify Law Enforcement 	<ul style="list-style-type: none"> ○ Office referral ○ Parent conference ○ 5 day off-campus suspension ○ Expulsion ○ Mandatory drug & alcohol counseling ○ Mandatory drug and alcohol testing ○ Banned from all public school campuses, facilities and activities (unless authorized & specified by the expulsion Contract) ○ Notify Law Enforcement 	<ul style="list-style-type: none"> ○ Office referral ○ Parent conference ○ 5 day off-campus suspension ○ Expulsion ○ Mandatory drug & alcohol counseling ○ Mandatory drug and alcohol testing ○ Banned from all public school campuses, facilities and activities (unless authorized & specified by the expulsion Contract) ○ Notify Law Enforcement
<p>EC48900(a)1 <i>Caused, attempted to cause, or threatened to cause physical injury</i></p> <p>EC48900(a)2 <i>Use of force or violence upon another person</i></p> <p>EC48915(a)1 <i>Caused serious physical injury</i></p> <p>EC48915a5 <i>Assault/Battery on employee</i></p> <p>EC48900(s) <i>Arranging or negotiating a fight</i></p> <p>EC48900.4 <i>Harassment/Threats/Intimidation towards student(s) or staff</i></p> <p>EC48900.7 <i>Terrorist threats against school officials or school property</i></p>	<p><u>Fighting/Physical Violence</u></p> <p>► Mutual Combat: when 2 or more people engage in a physical altercation and no one attempted to avoid conflict.</p> <p>► Self Defense: when a person is physically provoked and <u>makes every attempt</u> to avoid conflict, yet finds it necessary to defend their personal safety in a reasonable manner.</p> <p>► Battery: “willful and unlawful use of force or violence upon the person of another.” (PC 242)</p> <p>► Assault: “attempt with ability to commit a violent injury on the person of another.” (PC 240)</p> <p>► Assault or battery upon any school employee</p> <p>► Arranges, aids or abets the infliction or attempted infliction of physical injury to another person (including organizing fights on or off campus) (PC 412)</p> <p>► Harassment, threats, intimidation towards student, group of students, or staff</p>	<ul style="list-style-type: none"> ○ Office referral ○ Parent contact ○ Detention / loss of privileges / activities suspension ○ Counseling by school personnel ○ Notify Law Enforcement ○ 1-5 day on or off-campus suspension ○ Behavior Intervention Plan ○ District Contract ○ Expulsion ○ Restitution for injuries / damages 	<ul style="list-style-type: none"> ○ Office referral ○ Parent contact ○ Detention / loss of privileges / activities suspension ○ Counseling by school personnel ○ Notify Law Enforcement ○ 3-5 day on or off-campus suspension ○ Behavior Intervention Plan ○ District Contract ○ Expulsion ○ Restitution for injuries / damages 	<ul style="list-style-type: none"> ○ Office referral ○ Parent contact ○ Detention / loss of privileges / activities suspension ○ Counseling by school personnel ○ Notify Law Enforcement ○ 5 day off-campus suspension ○ Expulsion ○ District Contract ○ Restitution for injuries / damages
<p>EC48900(f) <i>Caused/attempted to cause damage to school or private property [Hate Violence grades 4-12 only]</i></p>	<p><u>Graffiti / Vandalism</u></p> <p>► Defacement, damage or destruction of school or private property.</p>	<ul style="list-style-type: none"> ○ Office referral ○ Parent contact ○ Notify law enforcement ○ Detention ○ 1-5 day on or off-campus suspension ○ Behavior Intervention Plan ○ District Contract ○ Loss of school privileges and activities ○ Restitution for damages, repair cost and administrative fees ○ Private parent and student counseling ○ Community service 	<ul style="list-style-type: none"> ○ Office referral ○ Parent contact ○ Notify law enforcement ○ 3-5 day on or off-campus suspension ○ District Contract ○ Restitution for damages, repair cost and administrative fees ○ Loss of school privileges and activities ○ Private parent and student counseling ○ Community service 	<ul style="list-style-type: none"> ○ Office referral ○ Parent contact ○ Notify law enforcement ○ 5 day off-campus suspension ○ Expulsion ○ Restitution for damages, repair cost and administrative fees ○ Loss of school privileges and activities ○ Private parent and student counseling ○ Community service

Almond Acres Charter Academy Discipline Matrix

Revised: November 4, 2013

The violations below are subject to the consequences listed and are supported by California Education Code and the Almond Acres Charter. This matrix is a guide for schools to us within Administration may use any or all consequences listed within each level of offense.

Ed Code / Board Policy #	Issue	1 st offense	2 nd offense	3 rd offense
<p>EC48900.3 <i>Caused, threatened, participated in hate crime or violence</i></p>	<p><u>Hate Crimes</u></p> <p>► Behaviors or verbal/written statements that degrade an individual(s) race, ethnicity, nationality, religion, sexual orientation, or physical or mental disability.</p>	<ul style="list-style-type: none"> ○ Office referral ○ Conduct an investigation ○ Conduct a threat assessment ○ Parent contact ○ Loss of school privileges and activities ○ Notify law enforcement ○ 3-5 day off-campus suspension ○ District Contract ○ Expulsion ○ Restitution for damages, repair cost and administrative fees ○ Private student and parent counseling 	<ul style="list-style-type: none"> ○ Office referral ○ Conduct an investigation ○ Conduct a threat assessment ○ Parent contact ○ Loss of school privileges and activities ○ Notify law enforcement ○ 5 day off-campus suspension ○ District Contract ○ Expulsion ○ Restitution for damages, repair cost and administrative fees ○ Private student and parent counseling 	<ul style="list-style-type: none"> ○ Office referral ○ Conduct an investigation ○ Conduct a threat assessment ○ Parent contact ○ Loss of school privileges and activities ○ Notify law enforcement ○ 5 day off-campus suspension ○ District Contract ○ Expulsion ○ Restitution for damages, repair cost and administrative fees ○ Private student and parent counseling
<p>EC48900 (i) <i>Committed obscene act or engaged in habitual profanity</i></p>	<p><u>Profanity / Cursing / Obscene Act</u></p> <p>► Committed obscene act or engaged in habitual profanity or cursing towards a peer(s)</p> <p>► Committed obscene act or engaged in habitual profanity/cursing towards any staff member or other adult. *</p>	<ul style="list-style-type: none"> ○ Verbal warning ○ Office referral ○ Parent contact ○ Conference with staff and student * ○ Counseling by school personnel ○ Student apology ○ On or off-campus suspension * ○ Campus beautification ○ Notify Law Enforcement (PC 415.5) * ○ Expulsion <p><i>* = if offense is toward school personnel</i></p>	<ul style="list-style-type: none"> ○ Office referral ○ Parent contact ○ Conference with staff & student ○ Parent conference / intervention meeting * ○ Student apology ○ Counseling by school personnel ○ Period suspension ○ 2-3 day on or off-campus suspension * ○ Lunch / nutrition detention ○ Behavior Intervention Plan District contract ○ Campus beautification ○ Notify Law Enforcement (PC 415.5) ○ Expulsion <p><i>* = if offense is toward school personnel</i></p>	<ul style="list-style-type: none"> ○ Office referral ○ Parent contact ○ Conference with staff & student ○ Parent conference / intervention meeting * ○ Counseling by school personnel ○ Student apology ○ 3-5 day off campus suspension * ○ Notify Law Enforcement (PC 415.5) ○ Behavior Intervention Plan District Contract ○ Expulsion <p><i>* = if offense is toward school personnel</i></p>
<p>EC48900(n) <i>Sexual Assault / Battery</i></p> <p>EC48915(c)4 <i>Serious Sexual Assault / Battery</i></p>	<p><u>Sexual Battery / Assault:</u></p> <p>Committed or attempted to commit:</p> <p>► Sexual Battery: Willful use of force or violence of a sexual nature upon the person of another.</p> <p>► Sexual Assault: Attempt with ability to commit a violent injury of a sexual nature to a person of another.</p>	<ul style="list-style-type: none"> ○ Office referral ○ Conduct an investigation of the complaint ○ Counseling by school personnel ○ Conduct a threat assessment ○ Parent contact ○ Notify law enforcement ○ Mandatory expulsion 	<ul style="list-style-type: none"> ○ Office referral ○ Conduct an investigation of the complaint ○ Counseling by school personnel ○ Conduct a threat assessment ○ Parent contact ○ Notify law enforcement ○ Mandatory expulsion 	<ul style="list-style-type: none"> ○ Office referral ○ Conduct an investigation of the complaint ○ Counseling by school personnel ○ Conduct a threat assessment ○ Parent contact ○ Notify law enforcement ○ Mandatory expulsion
<p>EC48900.2 <i>Sexual Harassment</i></p>	<p><u>Sexual Harassment</u></p> <p>► Unwelcome sexual advances, request for sexual favors, and other verbal, visual, or physical conduct of a sexual nature made by a student (including the possession or distribution of pornographic material)</p>	<ul style="list-style-type: none"> ○ Office referral ○ Conduct an investigation of the complaint ○ Conduct a threat assessment ○ Parent contact ○ Notify law enforcement ○ On-campus suspension (K-3) ○ 1-3 day off-campus suspension ○ Behavior Intervention Plan District Contract ○ Expulsion (grades 4-12) ○ Loss of school privileges and activities ○ Sexual harassment counseling required 	<ul style="list-style-type: none"> ○ Office referral ○ Conduct an investigation of the complaint ○ Conduct a threat assessment ○ Parent conference ○ Notify law enforcement ○ On-campus suspension (K-3) ○ 3-5 day off-campus suspension ○ District Contract ○ Expulsion (grades 4-12) ○ Loss of school privileges and activities ○ Sexual harassment counseling required 	<ul style="list-style-type: none"> ○ Office referral ○ Conduct an investigation of the complaint ○ Conduct a threat assessment ○ Parent conference ○ Notify law enforcement ○ On-campus suspension (K-3) ○ 5 day off-campus suspension ○ Expulsion (grades 4-12) ○ Banned from all public school campuses, facilities and activities (unless authorized & specified by the expulsion contract) ○ Sexual harassment counseling required

Almond Acres Charter Academy Discipline Matrix

Revised: November 4, 2013

The violations below are subject to the consequences listed and are supported by California Education Code and the Almond Acres Charter This matrix is a guide for schools to use. Administration may use any or all consequences listed within each level of offense.

Ed Code / Board Policy #	Issue	1 st offense	2 nd offense	3 rd offense
<p>EC48900(g) <i>Stole/attempted to steal school / private property</i></p> <p>EC48900(l) <i>Received stolen property</i></p> <p>EC48900(e) <i>Robbery/Extortion</i></p> <p>EC48915(a)4 <i>Serious Robbery/Extortion</i></p>	<p><u>Theft / Stealing</u></p> <ul style="list-style-type: none"> ▶ Stole or attempted to steal school or private property. ▶ Knowingly received stolen property ▶ Committed or attempted to commit robbery and/or extortion 	<ul style="list-style-type: none"> ○ Office referral ○ Parent contact ○ Notify law enforcement ○ 1-5 day on or off-campus suspension ○ Loss of school privileges and activities ○ Private student and / or Site or District Contract ○ Restitution for damages, repair cost or return of stolen item(s), and administrative fees ○ parent counseling ○ Community service 	<ul style="list-style-type: none"> ○ Office referral ○ Parent contact ○ Notify law enforcement ○ 3-5 day on or off-campus suspension ○ District Contract ○ Restitution for damages, repair cost or return of stolen item(s), and administrative fees ○ Loss of school privileges and activities ○ Private student and / or parent counseling ○ Community service 	<ul style="list-style-type: none"> ○ Office referral ○ Parent contact ○ Notify law enforcement ○ 5 day off-campus suspension ○ Expulsion ○ Restitution for damages, repair cost or return of stolen item(s), and administrative fees ○ Loss of school privileges and activities ○ parent counseling ○ Community service
<p>EC48900(h) <i>Possessed or used tobacco or any tobacco or nicotine product</i></p>	<p><u>Tobacco</u></p> <ul style="list-style-type: none"> ▶ Possessed or used tobacco or any product containing tobacco or nicotine (including smokeless) 	<ul style="list-style-type: none"> ○ Office referral ○ Parent contact ○ 1 day on or off-campus suspension ○ Confiscation of tobacco and all paraphernalia ○ Notify Law Enforcement ○ Referral to tobacco cessation program 	<ul style="list-style-type: none"> ○ Office referral ○ Parent conference ○ 2-3 day on or off-campus suspension ○ Confiscation of tobacco and all paraphernalia ○ Notify Law Enforcement ○ Behavior Plan / Site or District Contract ○ Referral to tobacco cessation program 	<ul style="list-style-type: none"> ○ Office referral ○ Parent conference ○ 3-5 day off-campus suspension ○ Confiscation of tobacco and all paraphernalia ○ Notify Law Enforcement ○ District Contract ○ Referral to tobacco cessation program
<p>EC48260 <i>Unexcused absences</i></p>	<p><u>Truancy</u></p> <p>An unexcused absence from any part of the school day</p>	<ul style="list-style-type: none"> ○ Office referral ○ Parent contact ○ On campus intervention(s) 	<ul style="list-style-type: none"> ○ Office referral ○ Parent contact ○ On campus intervention(s) 	<ul style="list-style-type: none"> ○ Office referral ○ Parent contact ○ Initiate SARB process ○ Home visit
<p>EC48901.5 <i>Poss of electronic device</i></p> <p>EC51512 <i>Poss/Use listening device</i></p>	<p><u>Use of Electronic Devices</u></p> <ul style="list-style-type: none"> ▶ Possession or use of electronic devices (Including but not limited to: Cell phones, MP3s, ipods) 	<ul style="list-style-type: none"> ○ Office referral ○ Confiscate and any adult on the Emergency Card retrieves from school personnel after 24 hours 	<ul style="list-style-type: none"> ○ Office referral ○ Confiscate and any adult on the Emergency Card retrieves from school personnel after 24 hours ○ 4 hrs of on-campus suspension 	<ul style="list-style-type: none"> ○ Office referral ○ Confiscate and any adult on the Emergency Card retrieves from school personnel after 24 hours ○ 8 hrs of on-campus suspension
<p>EC48900(b) <i>Poss of weapon /dangerous object</i></p> <p>EC48915(a)2 <i>Poss of knife or other dangerous object</i></p> <p>EC48915(c)5 <i>Poss of explosive</i></p> <p>EC48915(c)1 <i>Poss of firearm</i></p> <p>EC48915(c)2 <i>Brandishing knife</i></p> <p>EC48900(m) <i>Poss of imitation firearm</i></p>	<p><u>Weapons</u></p> <ul style="list-style-type: none"> ▶ Possessed, sold, or furnished any firearm, knife, explosive or other dangerous object (PC626.10/PC12020) ▶ Possession or use of any knife (weapon) or other dangerous object of no reasonable use to the pupil which may be used to cause injury to another person(s) or damage to property. ▶ Brandishing a knife ▶ Possessed, an imitation (or look-alike) firearm (PC626.10/PC12020) 	<ul style="list-style-type: none"> ○ Office referral ○ Conduct an investigation ○ Conduct threat assessment ○ Loss of school privileges and activities ○ Parent contact ○ Private parent and student counseling ○ 3-5 day on or off-campus ○ Notify law enforcement ○ Expulsion suspension ○ Behavior Intervention Plan District Contract ○ Restitution for damages, repair costs, & administrative fees 	<ul style="list-style-type: none"> ○ Office referral ○ Conduct an investigation ○ Conduct threat assessment ○ Loss of school privileges and activities ○ Parent contact ○ Private parent and student counseling ○ Notify law enforcement ○ 5 day off-campus District Contract suspension ○ Expulsion ○ Restitution for damages, repair costs, & administrative fees 	<ul style="list-style-type: none"> ○ Office referral ○ Conduct an investigation ○ Conduct a threat assessment ○ Loss of school privileges and activities ○ Parent contact ○ Private parent and student counseling ○ Notify law enforcement ○ 5 day off-campus suspension ○ Expulsion ○ Restitution for damages, repair costs, & administrative fees