STUDENT DISCIPLINE

DISCIPLINE MATRIX

The following matrix specifies the types of conduct that will result in disciplinary action. In each instance, a range of discipline is possible. References to "Behaviors Which May Result in Student Suspension/Expulsion" refer to Catalina Foothills School District Policy JKD-Student Suspension.

Discipline in excess of the maximum may be recommended and imposed (1) in the case of multiple rule violations arising out of the same event or series of events, or (2) when a student has repeatedly violated one or more of these rules, or (3) when the student's conduct is particularly serious. Discipline less than the minimum may be recommended and imposed in appropriate circumstances. Beginning in the fourth (4th) quarter, students subject to discipline risk loss of participation in promotion, graduation, and related activities.

The following is not a checklist of all discipline that must be imposed. Administrators have broad discretion in disciplining a student and may increase the minimum or decrease the miximum based on circumstances.

Behaviors Which May Result in Student Suspension/Expulsion

| Behaviors | | First Occurrence | Subsequent Occurrence |
|---|---------|--|--|
| Alcohol. A student shall not possess, sell, offer to sell, purchase, offer to purchase, use, transfer or be under the influence of alcohol at school, school activities, or events. | Minimum | Confiscation Parent conference Sheriff notification Short-term suspension | Confiscation Parent conference Sheriff notification Recommended short- term suspension of not less than five (5) days. When the student returns after the suspension, severe limitations will be imposed on their school- |

| | | | related activities |
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| | Maximum | Confiscation Parent conference Sheriff notification Recommended long-term suspension | Confiscation Parent conference Sheriff notification Recommended expulsion |
| Arson and Reckless Burning. A student shall not start, attempt to start, or promote the continuation of any fire or explosion. This does not preclude teacher- approved class activities such as an approved and supervised experiment in a chemistry class. A person commits arson of an occupied structure by knowingly damaging an occupied structure. | Minimum | Sheriff notification Administrative conference and documented warning. Short-term suspension | Sheriff notification Recommended long-term suspension |
| A student commits reckless burning by recklessly causing a fire or explosion which results in damage to an occupied structure, a structure, wild land or property. Note: A Sheriff's notification is required for arson of an occupied structure. A.R.S. 13-706(W)(4) | Maximum | Sheriff notification, Recommended expulsion | Sheriff notification Recommended expulsion |
| Cellular Phones and Other Electronic Communications. Possession or use of personal electronic communication devices by students is permitted provided that: a) such devices do not disrupt the education program or school activity: b) such | Minimum | Parent conference Confiscation for one (1) day | Parent conference Confiscation for duration of school year |
| school activity; b) such devices are kept in the "off" position in the classroom unless the teacher has expressly permitted their use; and c) the devices are permitted by the school administration and are used in accordance with school guidelines. | Maximum | Parent conference Confiscation for duration of school year | • Short-term suspension |

| Defamation. A student shall not use defamatory words or phrases, post them on the Internet, or distribute defamatory materials. Defamatory | Minimum | Administrative conference and documented warning | • Short-term suspension |
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| words or materials are those that are alse and expose a person to hatred, ontempt, ridicule, disgust or an quivalent reaction, or are false and ave a tendency to impugn a person's occupation, business, or affice. The Internet posting of defamatory words or material, even when posted from home, may be subject to disciplinary action. | Maximum | • Parent conference and short-term suspension | Recommended long-term suspension |
| Defiance of Authority - Untruthfulness. A student shall obey the reasonable orders of teachers, administrators, and other School District employees and shall respond to requests for information from these persons in a truthful | Minimum | Administrative conference and documented warning | • Short-term suspension |
| manner. A student shall not speak or refer to teachers, administrators, and other School District employees in a vulgar or profane manner. | Maximum | • Short-term suspension | Recommended expulsion |
| Disruptive Conduct. A student shall not engage, or attempt to engage, or encourage others to engage in any conduct that is reasonably likely to disrupt, or that does disrupt, any school function, process, activity, or electronic | Minimum | Administrative conference and documented warning | • Short-term suspension |
| process, activity, or electronic services including networks, databases, hard drives, or other computer-accessible sources of information. | Maximum | • Short-term suspension | • Recommended expulsion |
| Dress and Appearance. A student's dress and appearance shall not present health or safety problems or cause disruption of educational activities. Items of attire with obscene words, slogans or graphics, | Minimum | Administrative conference and documented warning | Parent conference and short-term suspension |
| or slogans or graphic related to drugs, alcohol, or gangs shall not be worn or displayed. Immodest or | Maximum | Parent conference and | • Recommended long-term suspension |

| Footwear must be worn. | | short-term suspension | |
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| Drugs (possession). A student shall not possess, purchase, offer to purchase, use, transfer, or be under the influence of drugs or controlled medication (except that use of medication is allowed if it is prescribed by a physician and used in accordance with the prescription and Governing Board policies). The term "drugs" is defined in JK-R paragraph 2 and includes imitation | Minimum | Confiscation Parental conference Sheriff notification, Recommended long-term suspension | Confiscation Parental conference Sheriff notification Recommended long-term suspension |
| controlled substances and vapor releasing toxic substances, and the general group of pharmacological agents commonly known as hallucinogens. Note: A Sheriff's notification is required when school personnel observes violation. A.R.S. 13-3411(F) | Maximum | Confiscation Parental conference Sheriff notification Recommended expulsion | Confiscation Parental conference Sheriff notification Recommended expulsion |
| Drugs (sale). A student shall not sell or offer to sell drugs or controlled medication. The term "drugs" is defined in JK-R paragraph 2 and includes imitation controlled substances and vapor releasing toxic substances, and the general group of | Minimum | Confiscation Parental conference Sheriff notification Recommended long-term suspension | Confiscation Parental conference Sheriff notification Recommended expulsion |
| pharmacological agents commonly known as hallucinogens. Note: A Sheriff's notification is required when school personnel observes violation. A.R.S. 13-3411(F) | Maximum | Confiscation, Parental conference Sheriff notification Recommended expulsion | Confiscation, Parental conference Sheriff notification Recommended expulsion |
| Drug Paraphernalia (possession). A student shall not possess, transfer, or use drug paraphernalia as defined by A.R.S. 13-3415. Note: A Sheriff notification is required if drug residue is clearly visible. | Minimum | Confiscation Parental conference Sheriff notification Recommended long-term suspension | Confiscation Parental conference Sheriff notification Recommended long-term suspension |

| | Maximum | Confiscation Parental conference Sheriff notification Recommended expulsion | Confiscation Parental conference Sheriff notification Recommended expulsion |
|---|---------|---|--|
| Drug Paraphernalia (sale). A student shall not sell, or offer to sell drug paraphernalia as defined by A.R.S. 13-3415. Note: A Sheriff notification is required if drug residue is clearly visible. | Minimum | Confiscation Parental conference Sheriff notification Recommended long-term suspension | Confiscation Parental conference Sheriff notification Recommended expulsion |
| | Maximum | Confiscation Parental conference Sheriff notification Recommended expulsion | Confiscation Parental conference Sheriff notification Recommended expulsion |
| Emergency Alarms and Fire Control Devices. A student shall not activate or use any fire alarm or emergency control device unless the student reasonably believes that an emergency exists justifying use of the device. | Minimum | • Parent conference | • Short-term suspension |
| | Maximum | • Short-term suspension | Recommended long-term suspension |
| Endangering the Health and Safety of Others. A student shall not | Minimum | Parent conference | • Short-term suspension |
| engage in conduct that endangers or reasonably appears to endanger the health or safety of other students, school employees, or other persons. | Maximum | • Short-term suspension | Recommended expulsion |
| False Reporting. Knowingly submitting a false report. | Minimum | Parent conference and documented warning | Parent conference Sheriff notification Recommended suspension |
| | Maximum | • Parent conference | • Parent conference |

| | | Sheriff notificationRecommended suspension | Sheriff notificationRecommended expulsion |
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| Forgery - Plagiarism - Cheating. A student shall not use or attempt to use the identity, signature, academic work or research of another person and represent that it is his or her own. A student shall not converse or share his or her knowledge or work with | Minimum | Parent conference and documented warning | • Suspension |
| another student before or during a test unless specifically approved in advance by the teacher. A student shall not bring into a test any materials or notes unless approved by the teacher. | Maximum | • Suspension | Recommended expulsion |
| Gambling. Unless the activity is properly supervised and has received the express approval of the school principal, a student shall not engage in any game or activity that involves the element of risk or chance with the intention that property or money will be exchanged based on the outcome of the game or activity. | Minimum | Confiscation Administrative conference and documented warning | Confiscation and short-term suspension |
| | Maximum | Confiscation Parent conference Short-term suspension | ConfiscationRecommended long-term suspension |
| Gang Activity or Association. A student shall not wear, carry, or display gang paraphernalia and/or exhibit behavior or gestures that symbolize gang membership or cause and participate in activities that intimidate or adversely affect | Minimum | Parent conference Sheriff notification Recommended long-term suspension | Parent conference Sheriff notification Recommended expulsion |
| the educational activities of another student or the orderly operation of the schools. Gangs that initiate, advocate, or promote activities that threaten the safety or well-being of persons or property on school grounds or disrupt the school environment are harmful to the educational process. The use of hand signals, graffiti, or the presence of any apparel, jewelry, accessory, or manner of dress or grooming that by virtue of its color, arrange- ment, | Maximum | Parent conference Sheriff notification Recommended long-term suspension | Parent conference Sheriff notification Recommended expulsion |

| trademark, symbol, or any other attribute that indicates or implies membership or affiliation in such a group is prohibited because of the disruption to the educational activities that result from such activities or dress. | | | |
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| Harassment/Sexual Harassment/Intimidation/ Bullying. (See Policy JICK) A student shall not harass, intimidate, or bully another person. This includes but is not limited to, threats | Minimum | Parent conference Sheriff notification Possible suspension | Parent conference Sheriff notification Suspension |
| to use physical, sexual, verbal or emotional abuse to humiliate or coerce others and aggressive, antisocial behavior. Some specific examples of such prohibited conduct include, but are not limited to: | Maximum | Sheriff notification Recommended expulsion | Sheriff notification Recommended expulsion |
| • Unwelcome, offensive, or derogatory verbal or written comments. Examples may include comments, jokes, sexual innuendoes, name calling, use of slang that others find offensive, or rumor spreading. Note that conduct does not have to reference a specific person. | | | |
| Calling attention to physical or sexual characteristics in a negative or embarrassing manner. | | | |
| • Displaying or threatening to display on school property or on the internet or through social media nude or sexual pictures, cartoons, graphics, or calendars including portrayal of one or more students in an unflattering manner. | | | |
| Social exclusion, ostracism, hazing, or stalking | | | |
| Unwelcome physical contact such as touching, pushing, | | | |

hitting, kicking, shoving, or spitting

- Extortion
- Threats of harm to a person or property
- Damage to or theft of personal property
- Physical harm or violence

Cyber harassment, intimidation and bullying includes any act of harassment, intimidation or bullying committed by use of electronic technology or electronic communication including by cell phone, social networking, and other internet communications. Cyber harassment, intimidation and bullying is prohibited on school computers, networks, forums, mailing lists or other District owned property as well as on an individual's personal electronic media and equipment.

Prohibited sexual harassment includes unsolicited and unwelcome contact that has sexual overtones. This includes:

- Written contact such as sexually suggestive or obscene letters, notes, electronic messages or invitations
- Verbal contact such as sexually suggestive or obscene comments, threats, slurs, epitaphs, jokes about gender specific traits, sexual propositions, and threats to disclose information
- Physical contact such as touching, pinching, brushing up against another's body,

| impeding or blocking movement, assault | | | |
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| Visual contact such as leering or staring at another's body, gesturing, displaying sexually suggestive objects, pictures, cartoons, posters, or magazines | | | |
| Harassment also includes continuing to express sexual or social interest after being informed directly that the interest is unwelcome. | | | |
| Harassing conduct that is nonsexually oriented is also prohibited. Such conduct may include actions, words, jokes, or comments based on an individual's disability, race, national origin, religion, or other legally protected characteristics. | | | |
| Harassing behavior can be direct or indirect and by use of social media. | | | |
| Note: Sexual harassment is a mandatory report to sheriff if the harassment involves sexual touching of the anus, penis, vagina, or female breast. | | | |
| Indecent Exposure. Indecent exposure is the deliberate exposure by a person of a portion or portions of the persons own sexual body parts. Prohibited exposure includes "flashing" and "mooning." | Minimum | Parent conference Sheriff notification Short-term suspension | Parent conference Sheriff notification Long-term suspension |
| | Maximum | Sheriff notificationRecommended expulsion | Sheriff notification Recommended expulsion |
| Initiation and Hazing. A student shall not engage in any activity involving an initiation, hazing, | Minimum | • Parent conference | Parent conference |

| intimidation, assault, or other activity related to group affiliation that is likely to cause or does cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to students or others. All initiations, | | Sheriff notificationShort-term suspension | Sheriff notificationSuspension |
|--|---------|---|--|
| including those related to any school club, athletic team, or other group are subject to the above prohibitions whether or not the conduct occurs on school grounds. Intimidation can be manifested emotionally or physically, either directly or indirectly, and by use of social media. | | Parent conference Sheriff notification Recommended long-term suspension | Parent conference Sheriff notification Recommended expulsion |
| Misrepresentation/Extortion/Theft. A student shall not take, use, or borrow any property by misrepresentation | Minimum | • Parent conference | • Short-term suspension |
| deception, or by express or implied threat. A student shall not take, use, or borrow property belonging to another person without that person's permission to use or take the property. | Maximum | Sheriff notificationLong-term suspension | Recommended expulsion |
| Obscenity/Vulgarity. A student shall not use obscene or vulgar language or gestures or distribute obscene or vulgar materials. | Minimum | Administrative conference and documented warning | Parent conferenceShort-term suspension |
| Obscene materials, language, or gestures are those that an average person, applying contemporary standards of the school community, would find that taken as a whole, appeal to prurient interests and lack serious literary, artistic, political, or scientific value. The standard to be used is that of the school community, in recognition of the fact that students are, as a group, younger and more sensitive than the general adult population. Vulgar language, materials, or gestures include language, materials, or gestures that depict sexual and/or excretory activities in a patently offensive manner. | Maximum | Parent conference Short-term suspension | Recommended long-term suspension |

| Note: Distributing pornography or items of a sexual nature to minors is a mandatory report to sheriff under A.R.S. 13-3620. | | | |
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| Sexual Abuse. Sexual abuse is any sexual contact involving a minor student. It does not include consensual contact if (a) both students are 14 through 17 years of age; (b) both students are over 17 years of age; (c) one of the students is 18 or 19 years of age and the other student is 16 or 17 years of age but no more that 24 months younger than the older student. Note: This offense is a mandatory report to Sheriff under A.R.S. 13-3620. | Minimum | Sheriff notification Parent conference Suspension Expulsion | Sheriff notification Parent conference Suspension Expulsion |
| | Maximum | Sheriff notification Parent conference Suspension Expulsion | Sheriff notification Parent conference Suspension Expulsion |
| Taking/Sending Sexually Explicit Photographs of Minors. Students shall not take and/or send sexually explicit photographs or messages of a student via technology (sexting). Note: This offense is a mandatory report to Sheriff under A.R.S. 13-3620 if the student is a minor. | Minimum | Sheriff notification Parent conference Suspension Expulsion | Sheriff notification Parent conference Suspension Expulsion |
| | Maximum | Sheriff notification Parent conference Suspension Expulsion | Sheriff notification Parent conference Suspension Explusion |
| <i>Tardiness.</i> A student shall not be tardy to class or to any required school activity. | Minimum | Administrative conference and documented warning | Administrative conference Detention / In school suspension |
| | Maximum | • Detention | Short-term suspension |

| Threats/Assaults/Fighting. A student shall not make verbal, written, or physical threats; nor verbally or physically threaten, abuse, assault, or engage in a fight with any student, school employee, or any other person. Any incident that threatens or could potentially threaten the safety or security of students or staff is considered a threat. Note: A Sheriff notification is required if (1) conduct poses a threat of death or serious physical injury to employees, student or anyone on the property of the school; (2) conduct involves the discharge, use, or exhibition that is threatening of a deadly weapon or dangerous instrument; or (3) conduct involves physical injury that is not accidental. | Minimum | Parent conference Sheriff notification Possible expulsion Parent conference Sheriff notification Recommended expulsion | Parent conference Sheriff notification Possible expulsion Parent conference Sheriff notification Recommended expulsion |
|--|---------|---|---|
| Tobacco/Tobacco Products/Vapor Products. A student shall not possess or use tobacco or tobacco products, matches, lighters, or electronic cigarettes/vaporizer pens, e-liquids, or other vapor products. | Minimum | Parent conference Confiscation, and participation in cessation program | Short-term suspension |
| | Maximum | • Short-term suspension | • Long-term suspension |
| Traffic and School Bus Rules. When operating a motor vehicle on campus or at a school event, a student shall follow all school and other traffic rules and shall operate the motor vehicle in a safe and prudent manner. A student shall abide by all school rules regulating the student's conduct while in a school bus or other school vehicle, and shall obey the directives of school bus drivers. | Minimum | Administrative conference and documented warning | Exclusion, Long- term loss of parking permit Detention / In school suspension |
| | Maximum | • Exclusion (short-term) | • Exclusion (permanent) |
| <i>Note</i> : A minimum five (5) days suspension from the bus will be imposed for throwing an item from a school bus. | | | |

| Truancy. A student shall not be truant from class or to any required school activity. | Minimum | Parent conference Detention / In school suspension | • Short-term suspension |
|--|---------|---|--|
| | Maximum | • Short-term suspension | • Long-term suspension |
| Unauthorized Entry. A student shall not gain or attempt to gain forceful or unauthorized entry to, or occupation of, school buildings or grounds designated off limits areas on or off the campus. | Minimum | Administrative conference and documented warning | • Short-term suspension |
| | Maximum | Sheriff notification Recommended long-term suspension | Sheriff notificationRecommended expulsion |
| Vandalism/Littering/ Destruction of Property. A student shall not damage, destroy, or deface any school property or property belonging to any other person, and | Minimum | Pay restitutionAdministrative conferenceCampus work program | Pay restitutionParent conferenceShort-term suspension |
| shall not litter on school property or at a school event. | Maximum | Pay restitution and long-term suspension | Pay restitution and recommended expulsion |
| Violation of Federal, State, or Local Law. A Student shall not violate any federal, state, or local law. | Minimum | Parent conference and documented warning Sheriff notification Recommended expulsion | Parent conference Sheriff notification Short-term suspension |
| | Maximum | Parent conference and documented waring Sheriff notification Recommended expulsion | Sheriff notification Recommended expulsion |

| Violation of School Policies and Rules. A Student shall not violate any Governing Board policy, administrative regulation, or school | Minimum | Administrative conference and documented warning | • Short-term suspension |
|--|---------|---|--|
| rule. | Maximum | • Short-term suspension | • Recommended long-term suspension |
| Weapons or Dangerous Items. A student shall not possess, use, or threaten to use firearms, weapons, explosives, fireworks, laser pens, or any other instrument capable of harming any person or property or that reasonably would create the | Minimum | Parent conference Sheriff notification Recommended long-term suspension | Parent conference Sheriff notification Recommended expulsion |
| impression of such harm. Note: Sheriff notification is required if student is in possession of a firearm or deadly weapon on school grounds. A.R.S. 13-3102(A)(12) | Maximum | Parent conference Sheriff notification Recommended expulsion | Parent conference Sheriff notification Recommended expulsion |