

**Broward County Public Schools
Administrative Discipline Matrix
Elementary - 2010/2011**

Reported to State	Incident Code	Incident	Prevention/Intervention (Re-entry parent conference)/Consequence (Record on TERMS C26 Panel) - Minimum of Two	Collaborative Problem Solving Team (Child Study)	Threat Assessment Protocol	Confiscation (When Applicable)	Restitution (When Applicable)	School Specific Consequences	Loss of Privilege	Removal From Class (Less than 1 day)	Detention	In-School Suspension: 1-5 days	In-School Suspension: 6-10 Days	Out-of-School Suspension: 1-5 Days (Offer AES)	Out-of-School Suspension: 6-10 Days (Offer AES)	Mandatory Out-of-School Suspension: 10 Days	Recommendation for Emergency Behavior Change	Recommendation for Expulsion	Complete Immediate Notification Form (SIU)	Report to local Law Enforcement required
	Incident Code	Incident																		
	Documentation on TERMS C26 panel is required for all violations requiring administrative action.																			
	Discipline of ESE/504 students with disabilities shall be in accordance with state and federal laws and School Board policies.																			
	<p align="center">LEGEND</p> <p>M = Mandatory action X = Initial punitive action (for 1st offense) A = Additional (progressive) action S = Incident codes reported to the State B= Recommendation for emergency behavior change</p>																			
	Attendance Incidents																			
	ZL	Class Cut (Skipping)	M	A				X	A	A	A	A	A							
	ZM	Tardiness, Habitual	M	M				X	A	A	A	A	A							
	ZV	Truancy	M	M					X	A	A	A	A							
	ZG	Leaving Campus Without Permission	M	A								X	A	A						
	ZU	Out of Assigned Area	M	A				X	A	A		A	A							
	Rule Violation Incidents																			
	ZE	Dress Code Violation	M	A				X	A	A		A	A							
	ZB	Cheating- Major	M	A								X	A							
	ZF	School Rules violation (Includes Classroom Rules)	M	A				X	A	A		A								
	ZP	Detention - Unserved	M	A					X	A	A	A								
S	ED	Electronic devices - offensive or unlawful use or publication					M							X	A	A			M	A
	ZY	Cell Phone Violation. <i>Punitive action begins on the 2nd offense</i>	M				M		X	A	A	A	A	A						
	Disruptive Incidents																			
	SB	Disruptive (Unruly) Behavior or Play	M	A				X	A	A	A	A	A							
	01	Disobedience/Insubordination	M	A				X	A	A	A	A	A							
	ZW	Defiance of Authority (See Definition)	M	M								X	A	A	A	A				
	SM	Cumulative Administrative Referrals (5 or more)	M	M								X	A	A	A	A				
	02	Profanity - use of insulting/Obscene Language	M	A				X		A	A	A	A							
	ZX	Profanity Directed Towards a Staff Member	M	M								X	A	A	A	A				
S	SG	Gambling	M	A		M						X	A	A					M	A
	Z1	Inciting a Disturbance	M	A								X	A	A						
S	SF	Passing and / or Producing Counterfeit Money	M	A								X	A	A					M	A
	ZH	Falsification/Misrepresentation (Lying, Forgery of signature)	M	A						X	A	A	A							
	ZC	Prohibited/Distracting Items - Possession/Use	M	A		M		X		A	A	A	A							
	ZJ	Distribution/Sale of unauthorized Materials (Non-Criminal)	M	A		M		X		A	A	A	A							
S	Z2	Laser Device - Inappropriate Use	M	A		M								X	A	A	B		M	
S	G1	Gang Related Activity (See Definition)																		
	XA	Disruption on Campus (Minor)	M	A								X	A	A						
S	D0	Disruption on Campus (Major)	M	A										X	A	A			M	A
S	66	Trespassing	M	A								X	A	A					M	A
S	F9	False Fire Alarm/911 Call	M	A										X	A	A			M	A
	B- A Recommendation for Emergency Behavior Change: This applies when the student commits an offense for which a secondary student would receive a mandatory expulsion under School Board Policy 5006. Since the policy does not contemplate the expulsion of elementary students (except where noted), other disciplinary action may be taken (i.e., administrative placement into the Behavior Change program).																			

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S = Incident codes reported to the State			Restitution (When Applicable)																				
B= Recommendation for emergency behavior change			School Specific Consequences																				
			Loss of Privilege																				
			Removal From Class (Less than 1 day)																				
			Detention																				
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Substance Abuse/Drug Incidents																							
	X*	1st Offense	Mandatory 10 day out-of-school suspension; up to 7 days may be waived after referral to the Area Substance Abuse Counselor.																				
	X*	2nd and 3rd Offense	Mandatory 10 day out-of-school suspension and referral to the Area Substance Abuse Counselor.																				
	Z4	Medication - Over-the-Counter (Possession/Unauthorized use)	M	A		M		X	A	A		A	A	A							M		
S	TU	Tobacco - Possession/Use/Sale/Transmittal	M	A		M						X	A	A	A							M	
S	A1	Alcohol - Possession/Use/Under the Influence	M	M		M														X*		M	A
S	A3	Alcohol Sale/Attempted Sale/Transmittal	M	M		M														X*		M	A
S	D5	Drug - Possession/Use/Under the Influence	M	M		M														X*		M	A
S	D7	Drug or Imitation Drug Sale/Attempted Sale/Transmittal	M	M		M														X*		M	A
S	DF	Drug - Possession of unauthorized substances	M	M		M														X*		M	A
	DP	Drug Paraphernalia - Possession	M	A		M								X	A	A	A					M	A
Acts Against Persons																							
		X* - When deciding what disciplinary action should be taken, the Principal or designee shall consider the severity of the offense and may impose a more severe consequence up to and including a ten day out of school suspension.																					
	ZI	Fight - Minor/Altercation/Confrontation	M	A				X	A	A	A	A	A										
S	F1	Fighting	M	M								X*	A	A	A							M	A
	ZA	Bullying	M	A	M							X	A	A	A							M	
S	HA	Harassment	M	M	M							X	A	A	A							M	
	ZT	Hazing	M	M	M							X	A	A	A								
S	SS	False Accusation Against School Staff	M	A								X	A	A	A							M	A
S	56	Sexual Misconduct/Indecent Exposure	M	M								X	A	A	A							M	A
S	50	Sexual Harassment	M	M								X	A	A	A							M	A
	ZN	Assault/Threat (Low Level-Non-Criminal)	M	A	M				X	A	A	A											
S	A5	Assault/Threat (Medium Level)	M	M	M							X	A	A	A							M	A
S	A6	Assault/Threat (High Level)	M	M	M								X	A	A							M	A
S	A7	Assault/Threat - Aggravated	M	A	M									X	A							M	A
S	22	Battery	M	A									X	A	A							M	A
S	26	Battery on a SBBC Employee/Law Enforcement Officer	M	A											X	B						M	A
S	23	Battery - Serious	M	A											X	B						M	A
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Property Incidents																														
	T5	Theft - Petty < \$300	M	A		M	A	X	A	A		A	A						M	A										
S	T6	Theft - Grand ≥ \$300	M	A		M	A						X	A					M	A										
S	80	Theft - Motor Vehicle				M									X				M	A										
S	V4	Vandalism/Damage to Property < \$1000	M	A			A								X	A			M											
S	V5	Vandalism/Damage to Property ≥ \$1000	M	A			A								X	A			M	A										
	Z3	Technology - Inappropriate use (Computers or Networks)	M	A				X	A	A	A		A																	
S	ST	Technology - Illegal use (Computers or Networks)	M	A													X		M	A										
S	13	Arson	M	M			A								X	A	B		M	A										
	FS	Fire - Starting a fire on campus	M	A											X	A	A		M	A										
S	36	Burglary -Unlawful Breaking/Entering into a school facility	M	M			A								X	A			M	A										
Other Criminal Incidents																														
S	OS	Other Serious Incident/Delinquent Act	M	M											X	A			M	A										
	XX	Delinquent Act/Felony Off-Campus	M	M												X														
S	WA	Weapons - Class A - Possession (Expulsion -Only if firearm)	M	M		M										X		M	M	M										
S	WB	Weapons - Class B (Possession)	M	M		M							X	A	A	B			M	A										
S	R2	Robbery or Attempted Robbery	M	M		M								X	A	B			M	A										
S	R4	Robbery (Armed) or Attempted Armed Robbery	M	M		M									X	B			M	A										
S	S1	Sexual Battery/Rape (Actual or Attempted)	M	M											X	B			M	A										
S	K1	Kidnapping or Abduction	M	M											X	B			M	A										
S	42	Homicide	M	M											X	B			M	M										
S	SE	Extortion	M	M										X	A	B			M	A										
S	B3	Bomb Threat (Placing)	M	M											X		M		M	M										
S	B4	Bomb Threat (False Reporting)	M	M											X		M		M	M										
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	Incident Code	Incident																		
	Bus Behavior Incidents																			
	Z7	Level One Violations: Eating/drinking on the bus. Failure to sit as assigned by bus operator.	M																	
		1st Offense	Verbal or written reprimand from school principal or designee																	
		2nd Offense	Parent Conference																	
		3rd Offense	3 day suspension from school bus transportation																	
		Repeated Offenses	Expulsion from school bus for remainder of the school year and/or possible suspension or expulsion from school																	
	Z8	Level Two Violations: Disrupting, distracting, disobeying the bus operator. Failure to utilize required safety equipment on the bus. Getting out of seat while bus is in motion. Loud talking, inappropriate remarks, or spitting out of bus window at students, pedestrians, motorists.	M																	
		1st Offense	Verbal or written reprimand from school principal or designee																	
		2nd Offense	1-10 day suspension from school bus transportation																	
		3rd Offense	Expulsion from school bus for remainder of the school year and/or possible suspension or expulsion from school																	
	Z9	Level Three Violations: Placing head, arms, and legs outside of window. Opening the emergency door while the bus is in motion. Opening or exiting emergency door when the bus is stopped unless directed by the bus operator. Threats against the bus operator, attendant or passengers on the bus. Profanity directed at the bus operator or bus attendant. Fighting or smoking on the bus. Throwing objects out of the bus window or at the bus. Vandalism of seats or other bus equipment. Boarding or attempting to board (also attempting to leave) a bus other than the student's assigned route or stop without permission.	M																	A
		1st Offense	1-10 day suspension from school bus transportation and/or from school																	
		2nd Offense	10 day suspension from school bus transportation and/or from school																	
		3rd Offense	Expulsion from school bus for remainder of the school year and/or possible suspension or expulsion from school																	