

**Broward County Public Schools
Administrative Discipline Matrix
SY 2019-2022**

NOTE: The Discipline Matrix sets forth the guidelines for assessing consequences for violations of School Board policies. School principals have the discretion to deviate from these guidelines by assessing an appropriate consequence other than stated in the Matrix if he or she determines in his or her sole discretion that there are mitigating or aggravating circumstances. Principals may deviate by one level when applying consequences per the Discipline Matrix, except for substance related and mandatory expulsion incidents.

Per F.S. §1006.04 and F.S. §1006.07(7), referrals to mental health services shall be in consultation with the threat assessment team.

Per F.S. §1006.13, the threat assessment team shall consult with law enforcement when a student exhibits a pattern of behavior, based upon previous acts or the severity of an act, which would pose a threat to school safety. If a student commits more than one misdemeanor, the threat assessment team must consult with law enforcement to determine if the act should be reported to law enforcement.

Note: A threat assessment team may use alternatives to expulsion or referral to law enforcement agencies unless the use of such alternatives will pose a threat to school safety.

PROMISE is a mandatory program, which is eligible to students of at least 11 years of age and/or enrolled in a District 6-12 school program. PROMISE incidents for said students shall accrue through 12th grade with a maximum of three (3) referral assignments to the program.

A Recommendation for the Behavior Intervention Program via the Expulsion Abeyance Office applies when elementary level student (Grades K-5) commits an offense for which a secondary student would receive a mandatory expulsion under School Board Policy 5006.

All SESIR level incidents shall be addressed by school-based administrators only. For incidents within this category, accruals occur by school level (Grades K-5, 6-8 and 9-12) and require reporting per the School Environmental Safety Incident Reporting (SESIR) guidelines to the Florida Department of Education.

**Action Legend
Administrative Consequences/Interventions**

Documentation in DMS and parent contact is required for all violations requiring administrative action. Identified schools will document on TERMS C26 Panel. Discipline for ESE/504 students with disabilities shall be in accordance with state and federal laws and School Board policies.

A. Parent Contact/Conference (Required for each offense)	AA. In-School Suspension: 3-5 Days
A1. Administrative Transition Meeting (per Staff Request)	BB. Out-of-School Suspension: 1-2 Days (Assign AES)
B. Collaborative Problem Solving Team (MTSS/RtI) Referral	CC. Out-of-School Suspension: 2 Days (Assign AES)
B1. Refer to Threat Assessment Team	DD. Out-of-School Suspension: 3-5 Days (Assign AES)
C. Comprehensive Threat Assessment Protocol (when applicable)	EE. Out-of-School Suspension: 4 Days (Assign AES)
D. Confiscation (when applicable)	FF. Out-of-School Suspension: 6-9 Days (Assign AES)
E. Restitution (when applicable)	GG. Out-of-School Suspension: 2 Days (PROMISE AES Mandatory)
E1. Refer for Mental Health Services (as appropriate)	HH. Out-of-School Suspension: 3 Days (PROMISE AES Mandatory)
F. Referral to Substance Abuse Case Manager	II. Out-of-School Suspension: 4 Days (PROMISE AES Mandatory)
G. Referral to Social Worker	JJ. Out-of-School Suspension: 6 Days (PROMISE AES Mandatory)
H. Referral to School Counselor	JJ1. Out-of-School Suspension: 6 Days (Assign AES)
I. Referral to Family Counselor	KK. Out-of-School Suspension: 9 Days (PROMISE AES Mandatory)
J. Collaborative Attendance Contract (includes Parent, Administration, Student, School Counselor & Social Worker)	KK1. Out-of-School Suspension: 9 Days (Assign AES)
K. Collaborative Behavior Contract (includes Parent, Administration, Student, School Counselor & Social Worker)	LL. Out-of-School Suspension: 10 Days (PROMISE AES Mandatory)
L. Behavioral Consultation with Curriculum Support (LEAPS)	MM. Out-of-School Suspension: 10 Days (Assign AES)
M. Verbal Warning	NN. Recommendation for Behavior Intervention Program via the Expulsion Abeyance Office
N. Detention (1)	OO. Mandatory Recommendation for Expulsion
N1. Saturday Detention	PP. Alternative Probationary Contract
O. Multiple Detentions (2-3)	QQ. Probationary Substance Contract
P. PROMISE Eligible Incident (District students 11 years or older or in Grades 6-12)	RR. Bus – Verbal or Written Reprimand
Q. School/Community Service Work	SS. Bus – 3 Days School Bus Suspension
R. School Specific Consequence	TT. Bus – 1 to 10 Days School Bus Suspension
S. Incident Codes Reported to the State	UU. Bus – 10 Days School Bus Suspension
T. In-School Suspension (Less than a day)	VV. Bus – Expulsion from School Bus for the Remainder of the School Year
U. Time Out	WW. Loss of Specific School-Sanctioned Activity for 1 Year
V. Additional Interventions (as appropriate)	XX. Loss of All School-Sanctioned Activities for 1 Year
W. Loss of Privilege	YY. Referral to Fire Starter Program
X. In-School Suspension (1-3 Days) & Loss of Extra Curricular Activities (1-30 Days)	ZZ. Complete Immediate Notification Form (SIU)
Y. Loss of Extra Curricular Activities (Up to 5 days)	AAA. Consultation with Law Enforcement
Z. In-School Suspension: 1-2 Days	BBB. Refer to Community Youth Support Diversion Programs by District (as appropriate)

**Broward County Public Schools
Administrative Discipline Matrix (SY 2019-2022)
Elementary Grades 3-5**

Type of Incident	1 st Consequence	2 nd Consequence	3 rd Consequence	4 th Consequence	Subsequent Consequence
Attendance Incidents					
ZL Class Cut (Skipping)	A, M	A, V, R	A, B, W		
ZM Tardiness, Habitual (5 in a marking period)	A	A, B, H, J			
ZV Truancy	A	A, B, H, J			
ZG Leaving Campus Without Permission	A, R	A, B, H, R			
ZU Out of Assigned Area	A, M	A, R	A, H, R	A, J, R	

Type of Incident	1 st Consequence	2 nd Consequence	3 rd Consequence	4 th Consequence	Subsequent Consequence
Rule Violation Incidents					
ZE Dress Code Violation	A, M	A, Y	A, X		
ZQ Cheating Minor (Grades 6-12)					
ZR Cheating Major	A, H, K, T	A, I, Z	A, B, AA		
ZP Detention – Unserved	A, R	A, R	A, W		
ZS Unserved Saturday Detention					
S ED Electronic Devices	A, D, H, K, BB, ZZ, AAA	A, B, B1, D, G, V, W, DD, ZZ, AAA	A, B, B1, D, I, FF, PP, ZZ, AAA	A, B, B1, D, I, MM, NN, ZZ, AAA, BBB	
S SX Sexting	A, D, G, V, BB, ZZ, AAA	A, B, B1, D, G, K, V, DD, ZZ, AAA	A, B, B1, D, G, V, FF, PP, ZZ, AAA	A, B, B1, D, G, V, MM, NN, ZZ, AAA, BBB	
ZY Cell Phone Violation (punitive action begin on 2 nd offense)	A, M	A, D	A, D, R		

Type of Incident	1 st Consequence	2 nd Consequence	3 rd Consequence	4 th Consequence	Subsequent Consequence
Disruptive Incidents					
<i>PROMISE is a mandatory program, which is eligible to students of at least 11 years of age and/or enrolled in a District 6-12 school program. PROMISE incidents for said students shall accrue through 12th grade with a maximum of three (3) referral assignments to the program.</i>					
SB Disruptive (Unruly) Behavior	A, U	A, H, K, L	A, G, L, R, W	A, B, L, Z	
UB Disruptive (Unruly) Play	A, M	A, L, U	A, H, L, R, V		
01 Disobedience/Insubordination	A, M, L	A, H, K, L	A, G, R, V, W	A, B, W, Z	
ZW Defiance of Authority-Habitual	A, B, W, Z	A, B, G, BB	A, B, G, DD		
02 Profanity – Use of Insulting/Offensive Language	A, N	A, L, R	A, V, Z		
ZX Profanity Directed Towards a Staff Member	A, A1, H, N	A, A1, H, L, R	A, A1, B, Z	A, A1, B, BB	
SG Gambling	A, D, M, H, ZZ	A, B, D, N, ZZ	A, B, D, R, ZZ	A, B, D, R, ZZ, AAA	
Z1 Inciting a Disturbance	A, H, L, R	A, B, V, Z	A, B, W, BB		
S SF Passing/Producing Counterfeit Money	A, D, R, ZZ, AAA	A, D, H, Z, ZZ, AAA			
ZH Falsification/Misrepresentation (lying, forgery of signature)	A, R	A, T	A, B, Z		
ZC Prohibited/Distracting Items – Possession/Use	A, D, R	A, D, T			
ZJ Distribution/Sale of Unauthorized Materials (non-criminal)	A, D, R	A, D, T			
S Z2 Laser Device – Inappropriate Use	A, D, H, BB, ZZ, AAA	A, B, D, G, DD, ZZ, AAA	A, B, D, I, FF, PP, ZZ, AAA	A, B, D, MM, NN, ZZ, AAA, BBB	
S G1 Gang Activity	A, B1, C, E, H, BB, ZZ, AAA	A, B, B1, C, E, G, DD, ZZ, AAA	A, B, B1, C, E, I, FF, PP, ZZ, AAA	A, B, B1, C, E, MM, NN, ZZ, AAA, BBB	
XA Disruption on Campus – Minor	A, H, R	A, H, K, L, N	A, B, W, O		
S D0 Disruption on Campus – Major	A, G, BB, ZZ, AAA	A, B, B1, DD, ZZ, AAA	A, B, B1, FF, PP, ZZ, AAA	A, B, B1, MM, NN, ZZ, AAA, BBB	
S 66 Trespassing	A, BB, ZZ, AAA	A, B, B1, DD, ZZ, AAA	A, B, B1, FF, PP, ZZ, AAA	A, B, B1, MM, NN, ZZ, AAA, BBB	
S F9 False Fire Alarm/911 Call	A, K, BB, ZZ, AAA	A, B, B1, DD, ZZ, AAA	A, B, B1, FF, PP, ZZ, AAA	A, B, B1, MM, NN, ZZ, AAA, BBB	

**Broward County Public Schools
Administrative Discipline Matrix (SY 2019-2022)
Elementary Grades 3-5**

Type of Incident		1 st Consequence	2 nd Consequence	3 rd Consequence	4 th Consequence	Subsequent Consequence
Substance Abuse/Drug Incidents						
<i>PROMISE is a mandatory program, which is eligible to students of at least 11 years of age and/or enrolled in a District 6-12 school program. PROMISE incidents for said students shall accrue through 12th grade with a maximum of three (3) referral assignments to the program.</i>						
Z4	Over-the-Counter Medication – Unauthorized Use/Possession	A, D, M	A, D, M	A, D, G, R		
OC	Over-the-Counter Medication – Sale/Attempted Sale/Transmittal	A, D, T	A, B, D, G, Z	A, B, D, G, BB		
S	Tobacco – Use/Possession/Sale/Transmittal of tobacco and/or tobacco related products	A, D, G, N, ZZ	A, B, D, F, Z, ZZ			
S	Tobacco – Use/Possession/ Sale/Transmittal of Vapor Devices and/or Components of E- Cigarettes, Vapor Devices, or Similar	A, D, H, N, ZZ, AAA	A, B, D, F, Z, ZZ, AAA	A, B, D, F, Z, ZZ, AAA	A, B, D, F, Z, ZZ, AAA	
S	Alcohol – Use/Possession	A, B, D, F, EE, ZZ, AAA	A, B, B1, D, F, MM, NN, QQ, ZZ, AAA, BBB	A, B, B1, D, F, MM, NN, ZZ, AAA, BBB		
S	Drug – Use/Possession of Leaf Marijuana	A, B, D, F, EE, ZZ, AAA	A, B, B1, D, F, MM, NN, QQ, ZZ, AAA, BBB	A, B, B1, D, F, MM, NN, ZZ, AAA, BBB		
S	Drug – Being Under the Influence of Leaf Marijuana, Alcohol and/or Mood-Altering Substances	A, F, EE, ZZ, AAA	A, B, MM, NN, QQ, ZZ, AAA, BBB	A, B, MM, NN, ZZ, AAA, BBB		
S	Drug – Use/Possession of Unauthorized Substance	A, B, B1, D, F, MM, NN, ZZ, AAA, BBB				
S	Drug - Under the Influence of Unauthorized Substance	A, F, MM, ZZ, AAA	A, B, F, MM, NN, ZZ, AAA, BBB			
S	Alcohol - Sale/Attempted Sale/Transmittal	A, D, F, V, BB, ZZ, AAA	A, B, B1, D, F, V, CC, ZZ, AAA	A, B, B1, D, F, V, EE, ZZ, AAA		
S	Drug – Possession of Leaf Marijuana with Intent to Sell	A, B1, D, F, V, CC, ZZ, AAA	A, B, B1, D, F, V, DD, ZZ, AAA	A, B, B1, D, F, MM, NN, ZZ, AAA, BBB		
S	Drug - Sale/Attempted Sale/Transmittal	A, B1, D, F, V, CC, ZZ, AAA	A, B, B1, D, F, V, DD, ZZ, AAA	A, B, B1, D, F, MM, NN, ZZ, AAA, BBB		
S	Drug Paraphernalia – Use/Possession/Sale/Transmittal	A, B, D, F, BB, ZZ, AAA	A, B, B1, D, F, DD, ZZ, AAA	A, B, B1, D, F, FF, PP, ZZ, AAA	A, B, B1, D, F, MM, NN, ZZ, AAA, BBB	

**Broward County Public Schools
Administrative Discipline Matrix (SY 2019-2022)
Elementary Grades 3-5**

Type of Incident	1 st Consequence	2 nd Consequence	3 rd Consequence	4 th Consequence	Subsequent Consequence
Acts Against Persons					
<i>PROMISE is a mandatory program, which is eligible to students of at least 11 years of age and/or enrolled in a District 6-12 school program. PROMISE incidents for said students shall accrue through 12th grade with a maximum of three (3) referral assignments to the program.</i>					
BL Bullying – Low Level	A, T	A, B, L, Z	A, B, L, BB		
S ZA Bullying	A, B1, C, Z, ZZ	A, B1, C, L, BB, ZZ	A, B, B1, C, L, DD, ZZ	A, B, B1, C, FF, PP, ZZ	A, B, B1, C, MM, NN, ZZ
HL Harassment – Low Level	A, T	A, B, L, Z	A, B, L, BB		
S HA Harassment	A, B1, C, Z, ZZ	A, B1, C, L, BB, ZZ	A, B, B1, C, L, DD, ZZ	A, B, B1, C, FF, PP, ZZ	A, B, B1, C, MM, NN, ZZ
*When deciding what disciplinary action should be taken for Fighting, the Administrator may consider the involuntary mutual combatant differently based upon the results of the investigation or provide no consequence.					
S F1 Fighting – Major Mutual Combat	A, CC, ZZ, AAA	A, B, L, B1, EE, ZZ, AAA	A, B, B1, K, L, JJ1, ZZ, AAA		
S F2 Fighting – Medium	A, H, Z	A, H, K, L, BB	A, B, L, W, DD		
S Z1 Fighting – Minor Altercation/Confrontation	A, H, T	A, H, Z			
S ZT Hazing (Grades 6-12)					
S SS False Accusation Against School Staff	A, G, BB, ZZ, AAA	A, B, B1, E1, G, DD, ZZ, AAA	A, B, B1, E1, I, FF, PP, ZZ, AAA	A, B, B1, E1, MM, NN, ZZ, AAA, BBB	
**When deciding what disciplinary action should be taken, the Administrator may consider the severity of the offense and may impose a more severe consequence.					
S 56 Sexual Misconduct &/or Indecent Exposure**	A, G, K, BB, ZZ, AAA	A, B, B1, E1, I, DD, V, W, ZZ, AAA	A, B, B1, E1, I, V, FF, PP, ZZ, AAA	A, B, B1, E1, I, V, MM, NN, ZZ, AAA, BBB	
HT Inappropriate Touching/Language/Gestures	A, H, T	A, H, W, Z	A, B, G, W, Z		
S 50 Sexual Harassment	A, B, G, K, BB, ZZ, AAA	A, B, B1, I, V, W, DD, ZZ, AAA	A, B, B1, I, V, FF, PP, ZZ, AAA	A, B, B1, I, V, MM, NN, ZZ, AAA, BBB	
ZN Assault/Threat (Low level, non-criminal)	A, B1, C, E1, H, Z, AAA	A, B1, C, E1, H, Z, AAA	A, B, B1, C, E1, K, BB, AAA	A, B, B1, C, E1, W, BB, AAA	
A5 Assault/Threat (no harm or injury) – medium level	A, B, B1, C, E1, BB, ZZ	A, B, B1, C, E1, K, DD, ZZ	A, B, B1, C, E1, W, JJ1, ZZ		
S A6 Assault/Threat – High	A, B, B1, C, E1, I, MM, NN, ZZ, AAA, BBB				
S A7 Assault/Threat – Serious	A, B, B1, C, D, E1, I, MM, NN, ZZ, AAA, BBB				
S S2 Sexual Assault-Threat	A, B1, C, E1, G, DD, ZZ, AAA	A, B, B1, C, E1, G, FF, PP, ZZ, AAA	A, B, B1, C, E1, I, MM, NN, ZZ, AAA, BBB		
21 Battery – Low Level	A, H, Z	A, B, K, BB	A, B, W, DD		
22 Battery - Medium	A, B, G, BB, ZZ, AAA	A, B, B1, I, V, DD, ZZ, AAA	A, B, B1, I, FF, PP, ZZ, AAA	A, B, B1, I, MM, NN, ZZ, AAA, BBB	
S PA Physical Attack	A, B, D, H, BB, ZZ, AAA	A, B, B1, D, E1, G, DD, ZZ, AAA	A, B, B1, D, E1, I, FF, PP, ZZ, AAA	A, B, B1, D, E1, I, MM, NN, ZZ, AAA, BBB	
S 26 Battery on SBBC Employee/Law Enforcement Officer	A, B, B1, E1, I, MM, NN, ZZ, AAA, BBB				
S 23 Battery – Serious	A, B, B1, E1, I, MM, NN, ZZ, AAA, BBB				

**Broward County Public Schools
Administrative Discipline Matrix (SY 2019-2022)
Elementary Grades 3-5**

Type of Incident		1 st Consequence	2 nd Consequence	3 rd Consequence	4 th Consequence	Subsequent Consequence
Property Incidents						
<i>PROMISE is a mandatory program, which is eligible to students of at least 11 years of age and/or enrolled in a District 6-12 school program. PROMISE incidents for said students shall accrue through 12th grade with a maximum of three (3) referral assignments to the program.</i>						
T5	Theft – Petty <\$750	A, D, E, BB, ZZ, AAA	A, B, B1, D, E, DD, ZZ, AAA	A, B, B1, D, E, JJ1, ZZ, AAA	A, B, B1, D, E, E1, I, MM, NN, ZZ, AAA, BBB	
S	Theft – Grand ≥ \$750	A, D, E, G, V, BB, ZZ, AAA	A, B, B1, D, E, E1, I, V, DD, ZZ, AAA	A, B, B1, D, E, E1, I, V, FF, PP, ZZ, AAA		
S	Theft/Motor Vehicle	A, B, B1, D, E, E1, I, V, MM, NN, ZZ, AAA, BBB				
V4	Vandalism/Damage to Property < \$1000	A, B, D, E, BB, ZZ, AAA	A, B, B1, D, E, DD, ZZ, AAA	A, B, B1, D, E, JJ1, ZZ, AAA		
S	Vandalism/Damage to Property ≥ \$1000	A, B1, D, E, E1, G, BB, ZZ, AAA	A, B, B1, D, E, E1, I, DD, ZZ, AAA	A, B, B1, D, E, E1, I, FF, PP, ZZ, AAA	A, B, B1, D, E, E1, I, MM, NN, ZZ, AAA, BBB	
Z3	Technology – Inappropriate Use (computers or networks)	A, M, W, V	A, R, V, T	A, H, V, Z	A, G, V, Z	
S	Technology – Illegal Use (computers or networks)	A, H, BB, ZZ, AAA	A, B, B1, G, DD, ZZ, AAA	A, B, B1, I, FF, PP, ZZ, AAA	A, B, B1, MM, NN, ZZ, AAA, BBB	
S	Arson	A, B, B1, C, E, E1, MM, NN, YY, ZZ, AAA, BBB				
FS	Fire – Starting a Fire on Campus	A, D, E, G, V, BB, ZZ, AAA	A, B, D, E, G, DD, YY, ZZ, AAA	A, B, D, E, I, FF, PP, YY, ZZ, AAA	A, B, D, E, I, MM, NN, YY, ZZ, AAA, BBB	
S	Burglary – Unlawful breaking/entering into a school facility or property	A, D, E, G, BB, ZZ, AAA	A, B, B1, D, E, G, DD, ZZ, AAA	A, B, B1, D, E, I, FF, PP, ZZ, AAA	A, B, B1, D, E, I, MM, NN, ZZ, AAA, BBB	
Other Criminal Incidents						
S	OS Other Serious Incident/Delinquent Act	A, B, D, K, DD, ZZ, AAA	A, B, B1, D, FF, PP, ZZ, AAA			
S	WA Weapons – Class A (Possession/Use/Transmittal)	A, B, B1, C, D, E1, MM, OO, ZZ, AAA, BBB				
WB	Weapons – Class B (Possession/Use/Transmittal)	A, B, D, K, DD, ZZ, AAA	A, B, B1, C, E1, D, FF, PP, ZZ, AAA	A, B, B1, C, D, E1, MM, NN, ZZ, AAA, BBB		
S	R2 Robbery or Attempted Robbery	A, B, B1, C, D, E, E1, MM, NN, ZZ, AAA, BBB				
S	R4 Robbery (Armed) or Attempted Armed Robbery	A, B, B1, C, D, E, E1, MM, NN, ZZ, AAA, BBB				
S	S1 Sexual Battery/Rape (Actual or Attempted)	A, B, B1, C, E1, MM, NN, ZZ, AAA, BBB				
S	K1 Kidnapping or Abduction	A, B, B1, C, E1, MM, NN, ZZ, AAA, BBB				
S	42 Homicide	A, B, B1, C, E1, MM, NN, ZZ, AAA, BBB				
S	SE Extortion	A, B, B1, C, E1, MM, NN, ZZ, AAA, BBB				
S	B3 Bomb/Mass Shooting (Placing/Actual)	A, B, B1, C, E1, MM, OO, ZZ, AAA, BBB				
S	B4 Bomb Threat/Mass Shooting (False Reporting)	A, B, B1, C, E1, MM, OO, ZZ, AAA, BBB				

**Broward County Public Schools
Administrative Discipline Matrix (SY 2019-2022)
Elementary Grades 3-5**

Type of Incident		1 st Consequence	2 nd Consequence	3 rd Consequence	4 th Consequence	Subsequent Consequence
Bus Behavior Incidents						
Z7	Level One Violation: Eating/Drinking on bus. Failure to sit as assigned by bus driver	RR	A	A, SS	A, VV	
Z8	Level Two Violation: 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	RR	A, TT	A, VV		
Z9	Level Three Violation: 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	A, TT	A, UU	A, VV		