

The Board of Trustees offers a program of Education to prepare youth for citizenship and to create an awareness of the individual's responsibility for his/her own actions in accordance with the rules of socially accepted conduct.

Rules of discipline exist to ensure orderly, healthy, and productive environments in school and classroom, and should be designed and administered so that they promote self-discipline, civility, and respect for self and others.

It is the intent of the Board of Trustees that discipline should be progressive in that the discipline imposed for inappropriate behavior matches the nature and seriousness of the incident, are designed to motivate pupils to improve behavior, give consideration to the pupil's history of conduct and include active parental participation in the resolution of pupil misconduct. Progressive discipline ranges from simple verbal warnings to expulsion from the school district.

The Board of Trustees shall prescribe rules not inconsistent with regulations prescribed by the State Board of Education for the governance and discipline of the schools under its jurisdiction.

There are three types of detention that can be used by local schools in the process of administering discipline. Each of the programs is distinct in scope and function from the other.

1. DETENTION:

1.1 Purpose

This form of detention is a routine means of disciplinary action that is normally assigned by a certificated employee for minor classroom and/or school violations.

1.2 Procedure

1.2.1 The student is advised of his/her violation(s) and informed that s/he has been assigned detention. A student may not be detained more than one hour after school for disciplinary or other reasons unless s/he must wait longer than that for his/her school bus. (C.C.R. Title 5, Sections 307, 353)

1.2.2 A record is kept by the certificated employee assigning the detention as to the date the student was informed and the date the student served the detention.

1.2.3 Since the vast majority of detentions are assigned by the classroom teacher, it is not necessary to ensure that a record of this action be placed in the student's permanent record file unless the assignment was made by other than a classroom teacher.

1.2.4 A student failing to serve detention will be disciplined in a manner and method as determined by the local school and consistent with established district policies.

2. WORK/STUDY PROGRAM:

2.1 Purpose

This form of detention may be made available to the student and/or parent only as an alternative means of discipline. It is used in an "in lieu of suspension" situation for a student who has, through his/her actions, demonstrated a behavior that warrants stringent disciplinary action.

- 2.1.1 The work/study program details are to be developed by the local school in such a manner as to include either supervised work or an opportunity for study, or both.
- 2.1.2 Normally, four hours of work/study time is equal to one day of suspension.
- 2.1.3 The work/study time may be spent in community service. Community service may include, but is not limited to, work performed on school grounds in the areas of outdoor beautification, campus betterment, and teacher or peer assistance programs. This section shall not apply to instances where suspension or expulsion is required (Education Code 48900.6). In all cases, a pupil shall not be required to perform work or services that may be detrimental to his/her health (C.C.R. Title 5, Section 351).

2.2 Procedure

- 2.2.1 A conference is held with the student giving an oral or written nature of the student's charges and evidence against the student.
- 2.2.2 The student is provided an opportunity to present his/her version of the offense.
- 2.2.3 After the decision has been made that a suspension pursuant to applicable Education Code(s) is warranted, the parent is informed by an administrator, outlining the program, the reason for the assigned penalty and that they may request the work/study program in lieu of the suspension.
- 2.2.4 The parent and student are notified of the work/study assignment, including the date and time to report.
- 2.2.5 Failure to satisfactorily participate in the work/study program may result in the enforcement of the original suspension.

3.0 ON-CAMPUS SUPERVISED STUDY PROGRAM

3.1 Purpose

This form of detention is used in lieu of severance of attendance by an off-campus suspension for a student who has, through his or her action, demonstrated a behavior that warrants stringent disciplinary action. It is used in those cases where the pupil poses no imminent danger or threat to campus, pupils, or staff, and where the action to expel the student has not been initiated (Education Code section 48911.1).

3.1.1 The on-campus program details are to be developed by the local school in such a manner as to include supervised study in order to promote completion of schoolwork missed by the pupil during the suspension.

3.1.2 One day of supervised study equals one day of suspension.

3.2 Procedure

3.2.1 A conference is held with the student giving an oral or written nature of the student's charges and evidence against the student.

3.2.2 The student is provided an opportunity to present his or her version of the offense.

3.2.3 After the decision has been made that a suspension pursuant to applicable Education Code(s) is warranted, the parent is informed by an administrator, outlining the program, the reason for the assigned penalty and that they may request the on-campus supervised study program in lieu of suspension.

3.2.4 The parent and student are notified of the supervised on-campus study assignment, including the date and time to report.

3.2.5 Failure to satisfactorily participate in the on-campus supervised study program may result in the enforcement of the original suspension.

Legal References:

Education Code

48900.6 Community Service; Disciplinary Action
48911.1 Students Assignment to Supervised Suspension Classroom

Title 5

Section 307 Participation in School Activities Until Departure of Bus
Section 351 Work or Services Required of Pupils
Section 353 Detention After School

Board of Trustees

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