

DISCIPLINE PLAN

Effective July 1, 2025

SPECIFIC GROUNDS FOR DISCIPLINARY ACTION:

Since misconduct of any degree or frequency is undesirable and not conducive to a positive learning environment for all, students should understand that certain consequences are applicable to their behaviors. Because some behaviors are more serious and disruptive than others, the frequency, nature and degree of the misconduct will determine the specific disciplinary action which will be taken. The Jackson County School Board shall invoke the most severe consequences provided for in the Code of Student Conduct in dealing with students who engage in violent criminal acts on school property, on school sponsored transportation, during school sponsored activities, F.S. 1006.09(1)(b) at school bus stops or within 500 feet of the real property that comprises a public or private school during school hours or activities. Jackson County School Board considers any extra-curricular activity, school sponsored function, or school transportation to be an extension of the school.

The Jackson County School Board takes the position that it is wrong and harmful to use illicit drugs unlawfully and/or possess or use alcohol. Subsequently, the unlawful possession, use or distribution of illicit drugs and alcohol by students on school premises or as part of any of its activities are prohibited. Guns, knives, including but not limited to razor blades, box cutters, weapons, or items which can be used as a weapon by a student and controlled substances, including alcohol, are prohibited in all schools and at all school-sponsored activities.

DISCIPLINARY PROCEDURES

Schools and agencies shall maintain reciprocal and active communication and cooperation through avenues such as the existing Juvenile Justice Agreement. Such agreements allow collaboration between schools, law enforcement agencies, the Department of Children and Family Services, and the Juvenile Justice in sharing information that will help school officials make the best decisions regarding students' educational services and placement.

Depending on the seriousness and frequency of the misconduct, certain disciplinary procedures will be followed.

Repeated occurrences of less serious behaviors may be dealt with in the same manner as misconduct of a more serious nature. Corrective measures shall be taken for such behavior and the discipline options may include but is not limited to:

1. ~~Corporal punishment~~
2. In-school suspension
3. Placement into the Alternative School Short Term Program
4. Out-of-school suspension
5. Recommendation for expulsion
6. Alternative Education (Staffing Process Required)
7. Expulsion (only upon principal/superintendent recommendation and Board approval).

Some of the violations of school rules are also violations of the laws in the Criminal Code of the State of Florida. If students violate these laws, not only will they be subject to suspension from school, but the local law enforcement officials will be contacted, and the student's misconduct will also be handled by these authorities.

A major consideration in the application of the Code of Student Conduct is to identify the most appropriate disciplinary action necessary to bring about positive student behavior. To that end, the following plan has been developed to ensure orderly operation of the District's Schools for grades 4-12.

Alternative School Program—Short Term

The Short-Term Alternative (STA) program is a viable approach designed to keep students in school. It offers an alternative to out-of-school suspension and helps students who are potential dropouts. Its objectives are: To reduce the number of out-of-school suspensions; to reduce disruptive and delinquent behavior in the classroom and on school campus; and to keep students attending school.

Referrals: Each student is placed in the program upon a referral by a school administrator. The referring school administrator determines the length of time the student must be present (ranges from 3-10 days), in accordance with the rules of the Plan. The school administrator who refers a student to the Short-Term Alternative (STA), must complete JC-167 and send a copy to the Jackson Alternative School (JAS) Principal/Designee before the student can begin the program.

Dismissals: Each student is dismissed from the program after the referral period has been satisfactorily served. **Short-Term Alternative (STA) Guidelines**

1. Attendance in the program is mandatory for students who are referred from their regular school.
2. Sending Schools are responsible for delivery of academic assignments and materials needed by the referred student. The STA teacher will send work (completed or not) back to the sending school upon completion of assigned days.
4. Students referred to STA for the third time will be informed by the sending school that the next referral to STA may be for a minimum of 45 days.
5. Students cannot reenter the referring school until all days assigned are completed satisfactorily. Days not in attendance at the Alternative School, without proper documentation, will be counted as un-excused absences from the referring school.
6. After the student has completed STA, the student will be released to return to their-assigned school.
7. If the student has behavior issues while assigned to STA, the Alternative School Principal/Designee may take appropriate discipline measures including adding more days to the assignment or Out of School suspension. The student will still be required to complete the original days of assignment and any additional days if added by the Alternative School Principal/Designee before being dismissed.
8. A student sent to STA will not be permitted to attend or participate in any extra-curricular activities back at the referring school while assigned to STA.
9. The student will be allowed to ride district transportation to the JAS school site from the referring school subject to the bus behavior rules of JAS. ~~on the second and subsequent days of assignment.~~
10. Students who fail to follow the rules of the Alternative School personnel will be subject to having extra days assigned to the school, referral to the ACE program, or Expulsion
11. Any tests to be administered to students attending STA will be sent to JAS by the sending school. The tests, after being completed, will be returned to the sending school.

Classification of Violations – Grades K-12

Violations of the Code of Student Conduct are divided into ~~three~~ four classes. Class I—Minor, Class II—Intermediate, Class III—Major, and Class IV - SESIR. Each classification is followed by a disciplinary procedure to be followed by each school within the district. In the following classes of violations and disciplinary procedures, it is understood that the student will be provided with due process before any disciplinary action is taken. These classes of violations are designed to be used with students in Grades K-12.

Class I—Minor Offenses

- A. Minor distraction of other students—any behavior that alters the teaching process of the classroom or educational activity.
- B. Non-conformity to Dress Code
- C. Minor conflicts on a school campus (Ex: teasing, horse playing, shoving, yelling, hitting, touching) that ceases when directed to do so by an authority figure and does not involve injury.
- D. Inappropriate public display of affection between students (hugs, kisses, etc).
- E. Eating or drinking in unauthorized areas
- F. Inactive Discipline Code in Student Management System
- G. 1st, 2nd, or 3rd tardy to class.
- H. Use of wireless earbuds, or any electronic device that has storage and communication capabilities, school computer, or any other devices without written administrative approval during the school day for inappropriate use such as playing games, playing music, using for communication etc.
- I. Inactive Discipline Code in Student Management System
- J. Refusal to give name or Intentionally providing false information to school personnel such as forgery of parent/guardian name
- K. Violation of approved Wireless Communication Device Plan
- L. Use of profane or obscene language, gestures, racial slurs, or illustrations NOT directed toward an individual.
- M. Any other violation which the principal may deem reasonable to fall within this category after consideration of extenuating circumstances.
- N. Inappropriate sexually related behaviors by a student in Grades K-2.
- O. Fights involving students in Grades K-2.
- P. Possession of a dangerous instrument by a student in Grades K-2.
- Q. Violation of School or Bus Safety Rules
- R. Threat or harm to others by students in Grades K-5
- S. Out of assigned area

Disciplinary Actions for Class I Offenses

(Kindergarten – 3rd Grade Students)

Parental contact and disciplinary action such as ~~corporal punishment~~, in-school suspension, etc.

(4th – 12th Grade Students)

First Offense: Conference with student, parental contact when warranted. Circumstances may warrant disciplinary action as outlined under subsequent offenses.

Subsequent Offenses: Parental contact and disciplinary action such as ~~corporal punishment~~, in-school suspension, lunch detention, loss of privileges, etc. After three Class I Offenses are earned by a student, the next (fourth and future) Class I Offense may be considered a Class II Intermediate Offense.

Class II - Intermediate Offenses

- A. Possession of Pornographic pictures, use of profane or obscene language, gestures, racial slurs, or illustrations specifically directed toward an individual.
- B. Leaving Class or Skipping Class without leaving campus.
- C. Defiance of school board employee's authority—any verbal or non-verbal refusal to comply with a lawful direction or order of a school board employee. (Overt and continuing to be determined by an administrator).
- D. Instigating Conflict—the deliberate attempt to incite, provoke physical conflict or verbal altercation between individuals
- E. Vandalism—any intentional and deliberate action resulting in injury or damages to public property or the real or personal property of another
- F. Stealing, Larceny, Petty Theft—the intentional unlawful taking or carrying away of property valued at less than \$750 belonging to or in possession or custody of another
- G. Petty Vandalism— The intentional destruction, damage, or defacement of public or private/personal property valued at less than \$1000 without consent of the owner or the person having custody or control of it.
- H. Possession of lighters, matches, fireworks/firecrackers etc.; and/or igniting fireworks or firecrackers
- I. Unjustified activation of a fire extinguisher
- J. Mere possession of a Pocketknife (as defined in Florida Statute 1006.07) or other instrument considered dangerous that instills fear in others or disrupts the learning environment.
- K. Physical Altercation (Non-SESIR) touching/hitting of another person against his/her will and would be considered as an aggressor to a victim who may be found ~~to~~ as defending themselves.
- L. Possession, use, distribution, or sale of tobacco or nicotine products, including electronic cigarettes and associated products, on school grounds, at school sponsored events, or on school transportation by any person under the age of 21; will be reported to school SRO for possible citation.
- M. Any action by a student that constitutes an inappropriate use of a computer and/or network resource or to improperly restrict or inhibit others from using and enjoying those resources
- N. Unauthorized use of video/recording devices on any School Board property
- O. First time offense of Leaving Campus without obtaining permission from the office (Mandatory 10 days at STA)

- P. Bullying (intimidating behaviors): Systematically and chronically inflicting physical hurt or psychological distress on one or more students that is severe or persuasive enough to create an intimidating, hostile, or offensive environment; or unreasonably interfere with the individual's school performance or participation. This includes cyberbullying.
- Q. Harassment (insulting behaviors): Any threatening, insulting, or dehumanizing gesture, use of data or computer software, or written, verbal, or physical conduct that places a student in reasonable fear or harm to his/her person or damage to his/her property; has the effect of substantially interfering with a student's educational performance, opportunities, including any course of conduct directed at a specific person that causes substantial emotional distress and serves no legitimate purpose.
- R. Repeated Class 1 offenses (4th and all subsequent for the year)
- S. Disruption of the Learning Environment
- T. Use of non-drug related items (smarties, energy caffeine, etc) in an inappropriate manner such as huffing, sniffing, etc.
- U. Threat: An incident where there was no physical contact between the offender and the victim, but the victim felt that physical harm could have occurred based on verbal or nonverbal communications by the offender. This includes nonverbal threats and verbal threats of physical harm **toward a person or the school** which are made in person, electronically, or through any other means.
- V. **Battery: Touching an individual (pushing, slapping, hitting, groping) in a rude, angry or offensive manner without consent that causes no injuries.**

Disciplinary Actions for Class II Offenses

(Kindergarten – 3rd Grade Students)

Parental contact and disciplinary action such as **corporal punishment**, in-school suspension, or out-of-school suspension.

(4th – 12th Grade Students)

Upon a documented Class II Offense, the student will be given a minimum of the following days assigned at the Alternative School in no specific order:

Documented referral—assignment to STA for 1 day **(as determined by student's IEP designation)**

Documented referral—assignment to STA for 2 days **(as determined by student's IEP designation)**

Documented referral—assignment to STA for 3 days

Documented referral—assignment to STA for 5 days

Documented referral—assignment to STA for 10 days

A student sent to STA will not be permitted to attend or participate in any extra-curricular activities at any Jackson County school during the days assigned to STA.

Prior to completion of 18 days assignment at STA, the school's **RTI-Administration/Leadership** Team shall review the student's referrals. In the event a pattern of misbehavior is occurring, the school's RTI team shall convene and initiate/review his/her Functional Behavior Assessment (FBA) and Behavior Intervention Plan (BIP) to implement RTI interventions.

Class III Major Offenses

Acts which result in violence to another's person or property or which pose a direct threat to the safety of others in the school. These acts must include a Conference with the Administrator and require actions which will result in alternate placement of the student. Such acts which require disciplinary action by the school and may result in criminal penalties and/or criminal prosecution.

- A. Skipping school or leaving campus without obtaining permission from the office. (2nd Offense)
- B. Fighting (mutual combat, mutual altercation) When two or more persons mutually participate in the use of force or physical violence that requires either physical intervention or results in injury requiring first aid or medical attention.
- C. Disruption on Campus – Major (major disruption of all or a significant portion of campus activities, school sponsored events, and school bus transportation) Disruptive behavior that poses a serious threat to the learning environment, health, safety, or welfare of others. Examples of major disruptions include bomb threats, inciting a riot, distribution of inappropriate materials digitally through Airdrop etc)
- D. Alcohol (possession, use, or sale) Possession, sale, purchase, or use of alcoholic beverages. Use means the person is caught in the act of using, admits using, or is discovered to have used in the course of an investigation.
- E. Drug Use/Possession Excluding Alcohol (illegal drug use or possession) The use or possession of any drug, narcotic, controlled substance, or any substance when used for chemical intoxication. Possession means the person has the illegal substance on their person, in their locker or bookbag, or in their vehicle. Use means the person is caught in the act of using, admits using or is discovered to have used in the course of the investigation. If a person is found to be using an illegal substance, the parent of the student may have their child drug tested at School Board approved facility by the end of the school day in which they were disciplined.
- F. Hazing - Any action or situation that endangers the mental or physical health or safety of a student at a school with any grades of K-12 for purposes of initiation or admission into or affiliation with any school-sanctioned organization. Hazing includes, but is not limited to pressuring, coercing, or forcing a student to participate in illegal or dangerous behavior, or any brutality of a physical nature, such as whipping, beating, branding, or exposure to the elements.
- G. Larceny/Theft (taking of property from a person, building, or vehicle) The unauthorized taking, carrying, riding away with, or concealing the property of another person, including motor vehicles, without threat, violence, or bodily harm that reach the \$750 threshold.
- H. Sexual Harassment (undesired sexual behavior) Unwanted, verbal, nonverbal, or physical behavior with sexual connotations that is severe or persuasive enough to create an intimidating, hostile or offensive educational environment, cause discomfort or humiliation or unreasonably interfere with the individual's school performance or participation.
- I. Sexual Offenses (lewdness, indecent exposure) Other sexual contact, including intercourse, without force or threat of force. Includes subjecting an individual to lewd gestures, sexual activity, or exposing private body parts in a lewd manner including any act that is considered inappropriate for the school environment by the Principal.
- J. Threat/Intimidation (instilling fear in others) An incident where there was no physical contact between the offender and victim, but the victim felt that physical harm could have occurred based on verbal or nonverbal communication by the offender. This includes nonverbal threats and verbal threats of physical harm **toward a person or the school** which are made in person, electronically, or through any other means.

- K. Trespassing (illegal entry onto campus) To enter or remain on school grounds, school transportation, or at a school-sponsored event, without authorization or invitation and with no lawful purpose for entry.
- L. Vandalism (destruction, damage, or defacement of school or personal property) The intentional destruction, damage, or defacement of public or private/personal property valued at \$1000 or more without consent of the owner or the person having custody or control of it.
- M. Multiple Class II Referrals following a minimum of 18 days STA placement
- N. Battery: Intentional striking of an individual in a rude, aggressive, or offensive manner without consent that causes minor injuries.

Disciplinary Actions for Class III Offenses

Upon a Documented Class III Offense, the student will be given up to 9 Days of Out of School Suspension and Alternate Placement to JAS for 45 Good Days.

The student's RTI Plan must be submitted to JAS for documentation of interventions if applicable.

Class IV - SESIR Offenses

Acts which result in violence to another's person or property or which pose a direct threat to the safety of others in the school. These acts are so serious that they must include a Teacher-Student-Parent-Administrator Conference and require administrative actions which will result in the expulsion of the student from school. Such acts which require disciplinary action by the school and will result in criminal charges initiated by the School Board.

- A. Aggravated Battery (intentional great bodily harm) A battery where the attacker intentionally or knowingly causes more serious injury, such as: great bodily harm, permanent disability, or permanent disfigurement; uses a deadly weapon; or, where the attacker knew or should have known the victim was pregnant.
- B. Drug Sale/Distribution excluding Alcohol (illegal sale or distribution of drugs) The manufacture, cultivation, sale, or distribution of any drug, narcotic, controlled substance or substance represented to be a drug, narcotic, or controlled substance.
- C. Sexual Battery (attempted or actual) Forced or attempted oral, anal, or vaginal penetration by using a sexual organ or an object simulating a sexual organ, or the anal or vaginal penetration of another by any body part or object. Both males and females can be victims of sexual battery.
- E. Burglary (illegal entry into a facility) Unlawful entry into or remaining in a dwelling, structure, or conveyance with the intent to commit a crime therein.
- F. Arson (intentionally setting fire on school property) To intentionally damage or cause to be damaged, by fire or explosion, any dwelling, structure, conveyance, whether occupied or not, or its contents. This does not include fires that unintentional, that are caused by accident, or do not cause damage.
- G. Kidnapping (abduction of an individual) Forcibly, or by threat, confining, abducting, or imprisoning another person against his or her will and without lawful authority.

- H. Homicide (murder, manslaughter) the unjustified killing of one human being by another.
- I. Physical Attack – An actual and intentional striking of another person against his or her will, or the intentional causing of bodily harm to an individual.
- J. Robbery (using force to take something from another) The taking or attempted taking of anything of value that is owned by another person or organization, under the confrontational circumstances of force, or threat of force or violence, and/or putting the victim in fear.
- K. Sexual Assault – An incident that includes fondling, indecent liberties, child molestation or threatened rape. Both males and females can be victims of sexual assault.
- L. Weapons Possession (possession of firearms and other instruments which can cause harm) Possession of a firearm or any instrument or object as defined by Section 790.001, F. S., or district code of conduct that can inflict serious harm on another person or that can place a person in reasonable fear of serious harm.
- M. Second and any subsequent documented referral for possession or use of drugs or alcohol
- N. Second documented Class III referral within a school year
- O. Class IV SESIR which results in violence or poses a direct threat to the safety of others in school. Such acts require disciplinary action by the school and will result in criminal charges initiated by the School Board.

Disciplinary Actions for Class IV Offenses

Upon a Documented Class IV Offense, the student will be given 9 day Out of School Suspension and Recommended for Expulsion from School.

Bus Discipline—Grades K-12

A system of pupil transportation is provided to students attending the Jackson County School system. If requested by the parent, the school administrator shall review the bus video to confirm the actions of the student. The bus is an extension of the classroom; therefore, students are required to observe all school rules while being transported to and from school. A violation of bus rules will result in denial of riding privileges according to the following actions:

1st Referral —Warning

1-2 Days suspension (as determined by student's IEP designation)

2nd Referral—3 Days suspension from the bus

2-3 Days suspension (as determined by student's IEP designation)

3rd Referral—5 Days suspension from the bus

4th Referral—10 Days suspension from the bus

5th Referral---15 Days suspension from the bus

6th Referral—30 Days suspension from the bus

7th Referral and all subsequent referrals – 45 Days suspension from the bus

Any referral for physical altercation or battery occurring on the bus will result in Out of School Suspension for students in Grades 4-12th. A referral for physical altercation or battery on the bus for a student in Grades K-3 will result in suspension from the bus.

School Administrators are not required to follow progressive bus discipline steps, if in their opinion, the misbehavior is severe enough to bypass progressive discipline. Acts of violence and acts that endanger the safety of others warrant the bypassing of progressive discipline. Administrators of K-3 students and ESE students may assign fewer days suspension if needed.

Bus Rules of Conduct

1. Students shall obey the following rules:
 - Be on time and stand off the roadway while waiting for the bus.
 - When crossing the roadway, be sure the road is clear of traffic in both directions.
 - Follow all directions given by the driver.
 - Always remain in seat until departure at an assigned stop. The bus driver may assign seats when necessary to maintain order.
 - Use ordinary quiet conversation and classroom conduct. Silence on the bus will prevail when the bus is stopped for railroad crossings.
 - Do not talk to or distract the driver while the bus is in operation.
 - Refrain from foul language or racial slurs.
 - Keep hands, feet, arms, and head to yourself and inside windows at all times.
 - Do not throw wastepaper or rubbish on the floor or otherwise litter, mark, deface, or damage any part of the bus.
 - Do not throw any objects from the bus.
 - Do not tamper with the emergency exit and so not use it for ordinary boarding.
2. The Driver shall be in full charge of the bus and pupils at all times and his/her directions shall be obeyed.
3. The Driver shall have the authority to assign pupils to specific seats if necessary, to promote order on the bus.
4. The Driver may issue verbal warnings or contact parents/guardians or refer students to school administration for violation of these rules.

Off Campus Felony Charges

In compliance with State Board Rule 6A-1.0956, when a student is formally charged with a felony by a proper prosecuting attorney for an incident which allegedly occurred on property other than public school property, but which incident is shown to have an adverse impact on the educational program, discipline, or welfare in the school in which the student is enrolled, the principal shall, in accordance with Section 106.09(2), Florida Statutes, conduct an administrative hearing for the purpose of determining whether or not the student should be suspended pending disposition of the charge. The following procedures shall be followed by the principal in instituting and conducting the administrative hearing; provided, however, that a school board may, upon written approval from the Commissioner, utilize its own hearing policy in lieu of this rule.

1. Upon receiving proper notice that a student has been formally charged with a felony, the principal shall immediately notify the parent or guardian of the student, in writing, of the specific charges against the student and of the right to a hearing prior to disciplinary action being instituted under the provisions of Section 1006.09(2), Florida Statutes.

2. Such notice shall stipulate a date for hearing which shall be no less than two (2) school days no more than five (5) school days from the postmarked date, or delivery, of the notice and shall advise the parent/guardian of the conditions under which a waiver of suspension may be granted, as prescribed in subsections (2) and (3) of Section 1006.09, Florida Statutes. Pending such hearing, the student may be temporarily suspended by the principal.
3. The hearing shall be conducted by the principal or designee, and may be attended by the student, parent/guardian, the student's representative or counsel, and any witnesses requested by the student, parent/guardian, or the principal.
4. The student may speak in his or her own defense, may present any evidence indicating his/her eligibility for a waiver of disciplinary action, and may be questioned on his/her testimony. However, the student shall not be threatened with punishment or later punished for refusal to testify.
5. In conducting the hearing, the principal or designee shall not be bound by rules of evidence or any other courtroom procedure and no transcript of testimony shall be required.
6. Following the hearing, the principal, within five (5) school days shall provide the student and parent/guardian with the decision, in writing, as to whether or not suspension will be made. In arriving at this decision, the principal shall consider the conditions prescribed by subsections (2) and (3) of Section 1006.09, Florida Statutes, under which a waiver of suspension may be granted, and may grant such a waiver when he/she determines such action to be in the best interests of the school and the student. Provided, however, that any suspension pending adjudication of guilt shall be made only upon a finding, based upon conclusive evidence, the felony charge has been formally filed against the student by a proper prosecuting attorney.
7. The Superintendent may assign or reassign a student to any school or program in the District if in the judgement of the Superintendent, such assignment is in the best interest of the student, another student, staff, or the District in general.
8. No student shall be eligible to participate in or attend any extra-curricular activity if the student is being supervised by either the Florida Department of Juvenile Justice or the Florida Department of Corrections. This supervision includes but is not limited to pre or post-trial (or plea) supervision.

SEARCH AND SEIZURE BY SCHOOL PERSONNEL

The School administrator is authorized to conduct searches in the presence of another witness when he or she has reasonable suspicion that prohibited, stolen or illegal items are possessed or stored by the student and threatens the health, safety or welfare of another person. While protecting the right of students to be free from unreasonable search, school officials may conduct a search of a person, bags, purses, boxes, clothing, articles, lockers, motor vehicles, or seized electronic devices. Metal detectors or law enforcement trained narcotics detection dogs may also be used under certain conditions. Administrators have the authority to remove students from the area(s) that are being searched.