



# FCSD Secondary Schools Discipline Matrix

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Updated August 5, 2017

# FCSD Secondary Schools Discipline Matrix

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## Considerations when using this Matrix

1. The consequences and the offense should match.
2. OSS only when needed (see the 3 reasons in the footer).
3. In lieu of options should be considered when administering OSS.
4. Suspensions can be reduced from the Matrix suggestions with the use of an intervention, i.e. Civil Citations, CINS Referral, Mental Health Referrals, Paired to Mentor, etc. If doing reductions of suspension please keep to the normal reduction rates.
5. Any student having level 3 or level 4 infractions can be brought before the school's team. The committee is not obligated or expected to always remove students. The school's expressed purpose is to provide interventions and supports to help students be successful on campus. A student's removal from campus should be a temporary move to put interventions and supports in place. In the event that students are not complying with the school's recommendations, they will be subject to the District's Multidisciplinary Team.
6. Each administrator/dean can use their discretion to ask for a safety assessment. In the event that you want a safety assessment, please have your guidance counselor complete the initial screening.
7. A manifestation will be required for any student who has reached 3 days of OSS or 3 incidents of OSS. Each new incident will require the IEP team to reconvene.

The matrix is our working document and it works best when we all consistently use it and provide feedback on its effectiveness. There are times when an administrator may need to give an alternative consequence that isn't listed. The discipline matrix sets forth the guidelines for assessing violations of Flagler County School Board and school campus policies. School administrators have the discretion to deviate from these guidelines by assessing an appropriate consequence other than one stated in the Matrix if they determine that there are mitigating or aggravating circumstances.

If at any moment you have questions or suggestions, please don't hesitate to give me a call.

Educationally,

David Bossardet  
Coordinator of Student Supports and Behavior  
Flagler County Schools

# FCSD Secondary Schools Discipline Matrix

## Level I Offenses/Infractions

CODE	Description	1st Consequence	2nd Consequence	3rd Consequence	4th Consequence	Subsequent Consequences
UBL (SESIR)	Bullying Unsubstantiated	CO, PC	→	→	→	→
UHR (SESIR)	Harassment Unsubstantiated	CO, PC	→	→	→	→
CV1	COMPUTER MISCHIEF MINOR	CO, DE	PC, DE	PC, SP, DE	→	→
DC	DRESS CODE VIOLATION	WI, PC, ISS	PC, DE	PC, DE	PC, ISS	→
DT1	DISRUPTION	PC, IS1	PC, IS2	PC, ISS	→	→
ED	ELECTRONIC DEVICE	PC, DE	PC, DE	PC, DE	PC, IS	→
FC	Failure to Return Daily Use Computer	PC, WI	PC, DE	PC, DE	PC, DE, SP	→
IL	INAPPROPRIATE LOCATION	PC, DE	PC, DE	PC, ISS	PC, IS OR SS, T2	→
NDP	No Dress Out PE 5x or more	PC, DE	PC, DE	PC, R, OR SS	→	→
NI	NO ID 5 +	WA, PC until (5)	PC, DE	PC, DE	→	→
PB4	PBS 4th Step	PC, IS1	PC, IS2 +DE	PC, IS2 +DE OR IS	→	→
TA	TARDY	WI until (5), PC, DE	PC, DE	PC, IS	→	→

## Action Legend

### Administrative Assigned Consequences/Interventions

CO	Student Conference	WD	Work Detail	OS	Out of School Suspension
WI	Warning	DE	Detention	OPM	OSS Pending Manifestation
PC	Parent Contact	SS	Saturday School	LC	Law Consult
PC	Parent Conference	BC	Behavior Contract	LE	Law Action
TO	Time Out	MTS	Referral to MTSS Team	CC	Civil Citation
DV	Diversity Assignment	SC	Schedule Change	TP	Trespass Warning FCSD
WA	Written Apology	RT	Restitution	IH	Intent to Harm
GU	Referred to Guidance	SD	Suspension of Driving Privilege	SA	Safety Assessment
LD	Lunch Detention	SP	Suspension of Privilege	PI	Physical Intervention
PA	Paired to a Mentor	T2	Tier 2 Intervention	BA	Baker Act
MP	Peer Mediation	T2	Tier 2 Placement	DDR	District Team Review
MA	Adult Mediation	RC	Referred for Counseling	AP	Alternative Placement
IS1	ISS 1	T3	Tier 3 Intervention	EB	Expelled from Bus
IS2	ISS 2	IT3	Tier 3 Placement	ES	Expelled w/ Services
IS3	ISS3	LOT	Tobacco In Lieu	EX	Expelled w/o Services
IS4	ISS4	BSA	Activity Bus Suspension	RS	Removed from Summer School
HD	Half Day ISS	BS	Bus Suspension	Q6	Other
IS	ISS Full Day	LO	Assigned to OSS in lieu		
CP	Computer Suspension	CS	Community Service		
PP	Parent Pick -Up Item				

The discipline Matrix sets forth the guidelines for assessing violations of School Board policies. School administrators have the discretion to deviate from these guidelines by assessing an appropriate consequence other than one stated in the Matrix if they determine that there are mitigating or aggravating circumstances.

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# FCSD Secondary Schools Discipline Matrix

## Level II Offenses/Infractions

CODE	Description	1st Consequence	2nd Consequence	3rd Consequence	4th Consequence	Subsequent Consequences
CS	Misuse OF A CHEM SPRAY	PC, DE	PC, DE	PC, IS	→	→
CT	CHEATING/Plagiarism	WI, PC, Q6 (0 on assign.)	PC, OS, Q6 (0 on assign.)	PC, Q6 (loss of credit)	→	→
DR	DISRESPECT	PC, IS	PC, IS x 2	PC, OS	→	→
DT2	DISRUPTION LEVEL 2	PC, IS	PC, IS x 2	PC, OS	→	→
DTS	DISRUPTION FOR SUB	PC, IS1	PC, DE	PC, IS	PC, IS	PC, MTS
FD	FORGERY/False Document	PC, DE	PC, IS	PC, OS	→	→
FR	FAILED TO REPORT TO OFFICE	PC, DE	PC, R	PC, OS	PC, OS	OS
FS	Failure to Sign IN	PC, DE	PC, DE	PC, IS	PC, OS	→
IT	INAPPROPRIATE TOUCHING/PDA	PC, DE	PC, DE	PC, IS	PC, OS	PC, OS
LC	LEFT CLASS WITHOUT PERMISSION	PC, DE	PC, DE	PC, IS	PC, IS	PC, OS
LI	POSSESSION OF A LIGHTER	PC, DE	PC, IS	PC, OS	→	→

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WA	Written Apology	RT	Restitution	IH	Intent to Harm
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LD	Lunch Detention	SP	Suspension of Privilege	PI	Physical Intervention
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MA	Adult Mediation	RC	Referred for Counseling	AP	Alternative Placement
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IS4	ISS4	BSA	Activity Bus Suspension	RS	Removed from Summer School
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# FCSD Secondary Schools Discipline Matrix

## Level II Offenses/Infractions, continued

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LL	LASER LIGHT	PC, DE	PC, IS	PC, OS		
LS	LEFT SCHOOL W/O PERMISSION	PC, DE	PC, IS	PC, OS	→	→
MC2	MISCONDUCT 2	PC, DE	PC, R or SS	PC, IS x 2	PC, OS	→
MCB	MISCONDUCT bus	PC, BS	→	→	→	→
ND	NO SHOW DETENTION	PC, IS	PC, IS	PC, OS	Block	Block
NIS	No Show ISS	PC, OS	PC, OS	→	→	→
PL	PROFANE LANGUAGE	PC, DE	PC, DE	PC, IS	→	→
PM	PORNOGRAPHIC MATERIALS	PC, DE	PC, IS	PC, OS, RC	→	→
RF	FALSE REPORTING	PC, IS	P,C SC, IS	OS	→	→
SC	SKIPPED CLASS	PC, DE	PC, IS	PC, IS	→	→
SK	SKIPPED SCHOOL	PC, DE	PC, IS, BC	PC, IS	→	→
SM2	Social Media	PC, IS	PC, IS x 2	PC, OS	→	→
V1	VANDALISM UNDER \$100	PC, RT	PC, RT, DE	→	→	→
VO	VEHICLE VIOLATION	CO, PC, LC, SD	→	→	→	→

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# FCSD Secondary Schools Discipline Matrix

## Level III Offenses/Infractions

CODE	Description	1st Consequence	2nd Consequence	3rd Consequence	4th Consequence	Subsequent Consequences
AM	AMMUNITION	PC, IS or DE, LC	PC, OS, LC	PC, OS, IH, LC	→	→
AOS	ASSAULT ON STUDENT Reported Non-SESIR	PC, OS	PC, OS	PC, OS	→	→
ASE	ASSAULT ON EMPLOYEE Reported Non-SESIR	PC, OS	PC, OS	→	→	→
CV2	COMPUTER/Technology VIOLATION MAJOR	PC, CP	PC, OS	PC, OS		→
DI	DEFIANCE/INSUBORDINATION	PC, IS	PC, IS <b>OR</b> OS	OS		→
DP	DRUG PARAPHERNALIA non- SESIR	PC, RC, OS, LC	PC, OS, LC	→	→	→
DT3	Disruption LEVEL 3	PC, OS	PC, OS	PC, OS	→	→
ENS	Excessive No Show	PC, IS	PC, IS X 2	PC, OS		→
EO	EXPLOSIVES	PC, OS, LC	→	→	→	→
ER	EXCESSIVE REFERRALS	PC, BC, MTS	PC, IS	PC, OS	→	→
EX	EXTORTION	PC, BC, OS	PC, OS	→	→	→
FA	FALSE ACCUSATION AGAINST STAFF	PC, OS	PC, SC, OS	PC, MTS, OS	→	→
FI	FIGHTING (MUTUAL) NON REPORTED	PC, OS	PC, BC, OS	PC, MTS, OS	→	→
FO	FORGERY (CHECKS)	PC, OS, LC	→	→	→	→
FW	FIREWORKS	PC, OS, LC	PC, OS, LC	PC, OS, LC	→	→
HS	HIT/STRIKING Non-SESIR	PC, RG, OS	PC, OS	PC, OS, LC	→	→
HZ	HAZING	RG, OS	OS	OS, LC	→	→
MCI	Misconduct in ISS	PC, IS	PC, IS <b>OR</b> OS	PC, OS	→	→
NP	NON-PRES DRUG POSS/SALE/USE	PC, RC, OS, LC	→	→	→	→

## Action Legend

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# FCSD Secondary Schools Discipline Matrix

## Level III Offenses/Infractions, continued

CODE	Description	1st Consequence	2nd Consequence	3rd Consequence	4th Consequence	Subsequent Consequences
NS	NO SHOW SAT.	PC, IS X 2	PC, OS	PC, OS	→	→
OCF	OFF-CAMPUS FEL.	Q6 Felony Hearing	→	→	→	→
PI	Prohibited Item	PC, OS, LC	PC, OS, LC	→	→	→
PP	POSSESSION POCKET KNIFE	PC, OS, LC	PC, OS, LC	PC, OS, LC	→	→
PS	POSSESSION OF STOLEN ITEM	PC, OS, LC	PC, OS, LC	PC, OS, LC	→	→
PTS	Profane Language Towards Staff	PC, OS	PC, OS	PC, OS, RC	→	→
RO	ROBBERY	PC, OS, LC	PC, OS, LC	PC, OS, LC	→	→
SF	SLUR, Fed Pro.	PC, DV, OS	PC, DV, OS, RG	→	→	→
SM3	Social Media Major	PC, OS	PC, OS	→	→	→
SS	SECRET SOCIETY	PC, OS, LC	PC, OS, LC	PC, OS, LC	→	→
SX	Sexting	PC, OS, LC	PC, OS, LC	PC, OS, LC	→	→
TB	TOBACCO/Electronic Cigarette	PC, LO, OS,	PC, OS	PC, OS	→	→
TE	THREAT HARM EMP	PC, OS, IH, SA	PC, OS, IH, LC	PC, IH, OS, LC	→	→
TH	THEFT under \$300	PC, RT, OS, LC	PC, RT, OS, LC	→	→	→
TP	THREAT to PROPERTY OF STAFF	PC, OS, LC	PC, OS, LC	PC, OS, LC	→	→
TR	TRESPASSING	OS, LC, TP	OS, LC, TP	→	→	→
TS	THREAT TO STUDENT	PC, OS	PC, OS	→	→	→
U1	Under the Influence non-SESIR	PC, RC, OS, LC	PC, RC, OS, LC, DDR	→	→	→
UV	Unauthorized Video/Pictures	PC, IS OR OS	PC, OS	PC, OS	→	→
V2	VANDALISM \$101 - \$999	PC, RT, OS, LC	PC, RT, OS, LC	PC, RT, OS, LC	→	→
VU	VULGARITY	PC, OS	BC, OS	PC, OS	→	→

## Action Legend

### Administrative Assigned Consequences/Interventions

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# FCSD Secondary Schools Discipline Matrix

## Level IV Offenses/Infractions

CODE	Description	1st Consequence	2nd Consequence	3rd Consequence	4th Consequence	Subsequent Consequences
ALC	SESIR ALCOHOL POSS/USE/SALE	PC, OS, LC, Q6	→	→	→	→
ARS	SESIR ARSON	PC, OS, LC, Q6	→	→	→	→
BAT	SESIR BATTERY w/Injury	PC, OS, LC, Q6	→	→	→	→
BRK	SESIR B & E School BLDG/VEH	PC, OS, LC, Q6	→	→	→	→
BUL	SESIR BULLYING Repeated	PC, OS, RC, Q6	PC, OS, LC, Q6	→	→	→
DOC	SESIR DISRUPTION/Disorderly Conduct	PC, OS, LC, Q6	→	→	→	→
DRD	SESIR DRUG/DIST	PC, OS, LC, Q6	→	→	→	→
DRU	SESIR DRUG POSS/USE	PC, OS, LC, Q6	→	→	→	→
FIT	SESIR FIGHTING Mutual	PC, OS, LC, Q6	→	→	→	→
HAR	SESIR Harassment	PC, OS, LC, Q6	→	→	→	→
HAZ	SESIR Hazing	PC, OS, LC, Q6	→	→	→	→
HOM	SESIR HOMICIDE	PC, OS, LC, Q6	→	→	→	→
KID	SESIR KIDNAPPING	PC, OS, LC, Q6	→	→	→	→

## Action Legend

### Administrative Assigned Consequences/Interventions

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OMC	SESIR OTHER MAJOR CRIME	PC, OS, LC, Q6	→	→	→	→
OT	Other Undefined	PC, OS, LC, Q6	→	→	→	→
PHA	SESIR Physical Attack	PC, OS, LC, Q6	→	→	→	→
ROB	SESIR FORCED ROBBERY	PC, OS, LC, Q6	→	→	→	→
STL	SESIR LARCENY/THEFT over \$300	PC, OS, LC, Q6	→	→	→	→
SXA	SESIR Sexual Assault	PC, OS, LC, Q6	→	→	→	→
SXB	SESIR SEXUAL BATTERY (injury related)	PC, OS, LC, Q6	→	→	→	→
SXH	SESIR Sexual Harassment	PC, OS, LC, Q6	→	→	→	→
SXO	SESIR Sexual Offenses Other	PC, OS, LC, Q6	→	→	→	→
TBC	SESIR TOBACCO/ E.C.	PC, OS, LC, Q6	→	→	→	→
TRE	SESIR THREAT	PC, OS, LC, Q6	→	→	→	→
TRS	SESIR TRESPASS	PC, OS, LC, Q6	→	→	→	→
VAN	SESIR VANDALISM over \$1000	PC, OS, LC, Q6	→	→	→	→
WPO	SESIR FIREARM POSS/Other Weapons	PC, OS, LC, Q6	→	→	→	→

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