



TK - 12
BEHAVIOR and DISCIPLINE
GUIDELINES

LIVERMORE VALLEY JOINT UNIFIED SCHOOL DISTRICT

TK - 12 BEHAVIOR and DISCIPLINE GUIDELINES

LVJUSD strives to give each student a secure learning environment and a rich educational experience. This discipline policy was developed to promote consistency and encourage appropriate behaviors that require students to become increasingly more responsible for their behavior. We believe that if students clearly understand the rules and the consequences for inappropriate behaviors at school, they can make better choices. We expect parents/guardians to recognize the importance of school behavioral expectations and to cooperate with their enforcement. Hence, we ask that parents/guardians and students read and discuss this brochure.

Our district follows a Positive Behavior Interventions and Supports (PBIS) framework for identifying, teaching, and acknowledging expected behaviors as well as a continuum of responses for misbehavior. We know that the vast majority of our students are safe, respectful, and responsible. We will make a consistent effort to teach, notice, and praise/acknowledge these positive behaviors in all students.

As part of a model of progressive discipline, consequences for inappropriate behavior should include opportunities for the student to learn from their mistake. Whenever possible, students should be included in intervention programs that will help them acquire the skills to make positive choices in the future.

STUDENT RESPONSIBILITIES

- To attend school on a regular basis
- To be on time and prepared to work
- To bring required materials and assignments
- To know and comply with school rules
- To treat staff and fellow students with respect regardless of ethnic group, religion, gender, sexual orientation, color, race, national origin and physical or mental ability
- To respect public and private property
- To follow directions of school staff
- To behave in a way that does not disrupt the learning of others
- To leave valuable personal possessions at home
- To know and comply with the district discipline policy
- To dress appropriately (B.P. 5332 Student Dress Code)

PARENT RESPONSIBILITIES

- To send students to school neat, clean and appropriately dressed and ready to learn
- To instill in students an attitude that school is important
- To schedule and attend school conferences when appropriate
- To assure prompt and regular attendance at school
- To be available to school staff during the day by informing the school of current phone numbers for home, work or emergency
- To cooperate with school staff in helping students with academic, discipline or attendance problems
- To notify the school whenever a student cannot attend
- To know and comply with classroom and school rules and review the requirements with students
- To know and comply with the district discipline policy and review requirements with students
- To treat staff, students, parents, and community partners with respect regardless of ethnic group, religion, gender, sexual orientation, color, race, national origin and physical or mental ability
- To work with School Resource Officers, school site t and staff, and campus personnel in implementing the district discipline guidelines

TEACHER RESPONSIBILITIES

- To establish classroom expectations for behavior
- To require compliance with classroom and school rules and review consequences
- To teach the prescribed courses of study in a professional manner
- To maintain a safe and well-organized classroom environment conducive to learning
- To make every attempt to communicate with parents and administrators when student behavior is unsatisfactory
- To treat parents, students and fellow staff members with respect regardless of ethnic group, religion, gender, sexual orientation, color, race, national origin and physical or mental ability
- To be consistent in applying classroom and school rules

ADMINISTRATOR RESPONSIBILITIES

- To inform staff, students, and parents on a regular basis about school and district discipline standards
- To be consistent in applying the district discipline policy
- To work with School Resource Officers, school site t and staff, and campus personnel in implementing the district discipline policy
- To thoroughly investigate before determining if a violation has been committed
- To treat students with respect and always give them the opportunity to tell their side of a discipline issue
- To treat teachers, parents, and staff members with respect regardless of ethnic group, religion, gender, sexual orientation, color, race, national origin and physical or mental ability.
- To inform parents immediately or as soon as possible about student discipline matters
- To provide parents with information regarding the process of any discipline procedure
- To notify parents when students are interviewed by law enforcement

BEHAVIOR EXPECTATIONS AND CONTINUUM OF RESPONSES/PROGRESSIVE DISCIPLINE FOR MISBEHAVIOR

If a student does not follow the behavior expectations, a continuum of responses/progressive discipline to support student accountability, skill development, and reflection may follow. Repeatedly violating school-wide expectations -could result in suspension from school. Serious violations may result in suspension on the first occurrence. Repeated violations may result in more serious consequences, including expulsion.

Problem behaviors at school range from minor infractions (those that can be managed by staff in the location in which the behavior took place) and major infractions (those that are managed by the administrator and other personnel). The list below includes examples, and is not exhaustive.

	Minor (managed by staff in the location in which the behavior took place)	Major (managed by the administrator)
Academic Dishonesty	X	X
Defiance	X	X
Disrespect	X	X
Disruption	X	X
Dress Code	X	X
Inappropriate Language	X	X
Inappropriate Location	X	X
Lying	X	X
Property Misuse	X	
Physical Contact or Aggression/Violence or Fighting	X	X
Technology Violation	X	X
Theft/Stealing	X	X
Alcohol, Tobacco, Drugs (use, possession, or sale)		X
Arson		X
Bullying		X
False Alarm/Bomb Threat		X
Gang Affiliation/Display		X
Harassment		X
Hate Speech/Expression/Behavior		X
Sexual Battery		X
Sexual Harassment		X
Sex Offenses		X
Threat/Intimidation		X
Trespassing		X
Use/Possession of Combustibles		X
Vandalism/Property Damage		X
Weapon Possession/Use (real or imitation)		X

When school-wide behavior expectations are not followed, the school site may use a range and progression of consequences which may include, but are not limited to:

- Student conference/conversation
- Reteach behavioral expectation
- Restorative activity or assignment
- Parent/guardian contact
- Parent/guardian conference
- Restitution
- Behavior contract
- Reteach behavior expectations
- Social/Emotional/Behavioral (SEB) intervention/support
- Exclusion from school activities/loss of privileges
- Detention
- Police Involvement
- 1-5 day suspension
- Involuntary transfer to another school or program

A student may be suspended on a first offense if #1, #2, or #3 occurs:

1. The student committed any of the following violations:
 - a. Caused or threatened to cause physical injury
 - b. Willfully used force on another person except in self-defense
 - c. Possessed a dangerous object
 - d. Possessed, used, or furnished a controlled substance or alcoholic beverage
 - e. Arranged to sell or furnish a “look alike” controlled substance
 - f. Committed robbery or extortion
2. The student’s presence at school causes a danger to persons or property
3. The student’s presence at school threatens to disrupt the instructional process

Behaviors that are MANDATORY RECOMMENDATIONS FOR EXPULSION

By law, students causing serious physical injury; possessing weapons, controlled substances, dangerous objects, or explosives; selling drugs; committing robbery/extortion; committing or attempting to commit sexual assault/sexual battery, or assault or battery upon a school employee, must be recommended for or against expulsion which the principal must report to the Board of Education.

ITEMS NOT ALLOWED AT SCHOOL

Several types of items are **not to be brought to school** . They include, but are not limited to :

- Guns, knives or weapons of any kind, including BB guns, “air-soft” guns, pellet guns, paintball guns, and/or toy guns, pocket knives, switchblade knives, locking blades or imitation guns/knives
- Water pistols, water balloons, squirt tubes
- Matches, lighters, firecrackers, caps, or other dangerous explosive devices
- Pepper spray, tear gas, etc.
- Radios, laser pointers, cameras

DEFINITIONS OF SPECIFIC BEHAVIORS AND TERMS

Abusive Language/Malicious Teasing - Any words or gestures intended to insult, hurt feelings or show defiance. Remarks or actions intended to harm another student or see them suffer.

Aggressive/Intentional Fighting – Willful intent to injure another student. A student who aids or abets the infliction or attempted infliction of physical injury to another person may be suspended. **(48900t)**

Appropriate Dress - Students will wear clothes that are suitable for school and give proper attention to personal cleanliness. Clothing shall not present a health or safety hazard or distract from the educational process. Shoes shall be worn at all times unless not required as part of an instructional activity. Clothes shall be sufficient to conceal undergarments. “Gang related apparel” is prohibited (E.C. 35183). **(BP 5332).**

Bicycles – Students may ride bicycles to school; helmets are required. For their protection, bikes should have a strong lock and chain, and be parked in the bike racks provided. Bikes may be ridden in designated areas or walked on school grounds during regular school hours. Skates, skateboards, roller blades, or any other wheeled mode of transportation may not be ridden on school grounds.

Bullying - A student or group of students that through repeated physical, written, verbal or other means, harass, sexually harass, threaten, intimidate, cyberbully, cause bodily injury to, or commit hate violence against any other student or school personnel **(BP 5131.2).**

Cyberbullying – The transmission of harassing communications, direct threats, or other harmful texts, sounds, or images on the Internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person’s electronic account and assuming that person’s identity in order to damage that person’s reputation **(BP 5131)**

Detention – School: Restriction from normal school activities such as recess and lunch, for disciplinary or other reasons as determined by the school administration. Detaining a student beyond the normal school day as determined by the teacher or principal as allowed under district policy.

Disrespect to Others Students/Staff - Failure to be courteous or thoughtful towards other students/staff. Behavior and/or language which degrades the unique qualities of an individual such as race, ethnicity, culture, heritage, sexuality, physical/mental attributes, religious beliefs or practices, will not be tolerated and may be cause for suspension and/or expulsion. Individuals who believe they have been subjected to such language or behavior should report the incident to a teacher or administrator. **(BP 5145.3 and BP 5145.9)**

Electronic Communication Devices – The possession of electronic communication devices such as cell phones are permitted under restricted conditions **(BP 5131.36)**

Expulsion - Students can be denied attendance at all schools within the school district for a specified period of time. The reasons and procedures for expulsion are prescribed by State law. Students can be expelled only by the Board of Education, **(BP/R 5144.1)**

Fighting - Students are responsible to settle their differences in a civil manner. Fighting includes students who participate in physical aggression (including but not limited to: open or closed hand hitting, kicking, pushing, etc.) toward one another and/or encourage others to be physically aggressive. If a student has a reasonable ability to avoid a fight, but chooses not to, will also be considered an aggressor and subject to disciplinary action.

Sexual Harassment - Unwelcome sexual advances and other verbal or physical contact of a sexual nature constitutes sexual harassment when it creates an intimidating, hostile or offensive environment. Students should report such incidents to school staff. Copies of Board Policy **5145.7**, Sexual Harassment, are available at each school site. Only students in grades 4-12 may be suspended for sexual harassment, per education code.

School Hours – Students should arrive at school no earlier than 15 minutes before class starts and should go home immediately upon dismissal unless part of an authorized program. No supervision is provided for students who arrive earlier or stay later. Kindergarten students who have a late starting time should not arrive more than five (5) minutes before class begins. Students may be disciplined for their behavior and misconduct on the way to and from school.

School Property – Includes, but is not limited to, electronic files and databases.

Suspension From School - Removal of a student from school for 1-5 days. Students may not be on or near any school campus and may not participate in any school-sponsored activity during the period of suspension. **(BP/R 5144.1 and AR 5144.2)**

Suspension On Campus – Removal from class and/or other school activities.

Willful Defiance - Students are responsible for hearing and following the directions of adults in authority without undue delay. All adults who work at the school have the right and responsibility by law to supervise student behavior.