

# Student Code of Conduct 2019-2020

## Vision

All NUSD  
students  
graduate as  
college and  
career ready,  
productive,  
responsible,  
and engaged  
global citizens

**Natomas**  
Unified School District

August 2019

Dear Parents and Guardians:

On behalf of the Natomas Unified School District Board of Trustees and staff, I would like to take this opportunity to welcome you and your family to the 2019-2020 school year. The Natomas Unified School District encourages the involvement of parents and guardians in their students' education. On May 21, 2013, our Trustees adopted a new Vision "All Natomas Unified School District students graduate as college and career ready, productive, responsible, and engaged global citizens."

Please review the Student Code of Conduct handbook with your child. We want every student to be aware of, and to understand, our expectations. It is important for our students to be proud of their academic accomplishments and their school. It is equally important that our students respect their teachers, classmates and themselves by demonstrating responsible behavior.

The Student Code of Conduct has been designed to describe the expectations that support our students, staff and schools. In order to foster an environment where all students excel, Natomas Unified School District has high academic and behavioral expectations for all of our learners. A safe, secure and desirable learning environment that promotes the success of every student remains our top priority.

If you have questions or comments regarding the information provided in this handbook, please discuss them with the principal at your child's school, or contact me at the number below.

Sincerely,



Shea Borges  
Executive Director  
Office of the Chief Academic Officer  
(916) 567-5423



## **Table of Contents**

Parent and Family Responsibilities .....	1
Student Responsibilities .....	2
School Staff Responsibilities.....	2
Standards of Student Behavior.....	3
Consequences of Inappropriate Behavior .....	3-5
Discipline Matrix.....	6-8
Parent Acknowledgment of Receipt .....	9

## **Parent and Family Responsibilities**

We, as a school community, collectively share the responsibility for maintaining a safe and productive environment at our schools.

### **You, as parents and/or guardians of students in our schools, can help when you:**

- Accept the rights and authority of the school and the Board of Trustees to maintain standards of behavior for all students
- Review your school's student/parent handbook and the District Student Code of Conduct with your child
- Have your child arrive on time to school every day
- Pick up your child on time after school and school events
- Provide a quiet space and materials your child may need to study at home
- Support your child's academic progress

### **As a parent and/or guardian, you have the right to:**

- Information about your student's achievement, behavior at school, and attendance
- A safe and non-threatening school environment that allows your child to maximize his/her achievement
- Information about all school rules, regulations, and expectations
- School visitations which are encouraged to promote a visible involvement in your child's education

A parent or guardian has the right to observe instruction and other school activities that involve his or her child in accordance with procedures determined by the governing board of the school district to ensure the safety of pupils and school personnel and to prevent undue interference with instruction or harassment of school personnel. Reasonable accommodation of parents and guardians shall be considered by the governing board of the school district. Upon written request by the parent or guardian, school officials shall arrange for the parental observation of the requested class or classes or activity by that parent or guardian in a reasonable timeframe and in accordance with procedures determined by the governing board of the school district. (E.C. 49091.10(b))

To ensure the safety of students and staff and to minimize interruption of the instructional program, the Superintendent or designee shall establish procedures which facilitate visits during regular school days. Visits during school hours should be arranged with the principal or designee. When a visit involves a conference with a teacher or the principal, an appointment should be scheduled during non-instructional time. (BP 1250(a))

In lieu of a written request by the parent or guardian, the principal, upon his or her discretion, may grant a classroom visit with a verbal request representing a 24-hour notice.

The Board encourages all individuals to assist in maintaining a safe and secure school environment by behaving in an orderly manner while on school grounds and by utilizing the district's complaint processes if they have concerns with any district program or employee. In accordance with Penal Code 626.7, the principal or designee may request that any individual who is causing a disruption including exhibiting volatile, hostile, aggressive, or offensive behavior, immediately leave school grounds. (BP 1250(a))

## **Student Responsibilities**

Every student shares the responsibility for maintaining a safe and positive environment at school. They can help by respecting the rights of others and themselves.

### **Students can make an important contribution to their school when they:**

- Demonstrate respect for teachers, principals, all school staff, and each other
- Understand and support the Student Code of Conduct handbook for your school and the Natomas Unified School District
- Arrive on time to school every day
- Arrive to school prepared to learn
- Bring necessary books and materials to class
- Are attentive and respectful throughout the day
- Complete class assignments and homework on time
- Enjoy the opportunities that school, friends, families, and staff bring to their own development.

### **As a student, you have the right to:**

- A safe learning environment
- Be treated with respect
- Attend campuses which are safe, secure, and peaceful.
- Discuss your concerns with any school site staff or the principal if you believe your school is not providing a safe environment. Student concerns will be treated with respect.

## **School Staff Responsibilities**

The administration, teachers and staff of Natomas Unified School District care about your child. They will show this in many ways including in their attitudes and in their communications with students and parents.

### **It is the school district's goal for all staff to:**

- Establish an atmosphere in which students can meet their academic standards and develop appropriate social skills
- Communicate regularly with students and their families about their student's academic progress and behavior
- Involve students in an ongoing process of self-evaluation
- Communicate the school district's standards of behavior
- Enforce district policy and school rules consistently
- Model appropriate dress and behavior
- Support students by involving them in constructive activities that support academic, social, and emotional growth

### **As representatives of the school and district, administrators will:**

- Provide support to students, families, and staff
- Communicate school rules to students, families, and staff
- Establish and enforce school rules fairly and consistently to ensure a safe educational environment

## Standards of Student Behavior

### Attendance

- Students are expected to attend school regularly and to be on time to class
- School district policy and state law require daily school attendance for each person between the ages of 6 and 18

### Achievement

It is the goal of the District for students to succeed scholastically. Students are expected to:

- Strive to achieve academic goals
- Actively participate in class and school activities
- Monitor their own academic progress
- Meet behavioral standards

### Citizenship

It is the District's expectation that students will be good citizens. Students are expected to:

- Follow all rules and laws
- Respect authority, property, and the rights of others
- Maintain standards of integrity and responsibility
- Show respect for themselves and others

NOTE: In addition to this Student Code of Conduct, please review the specific school's handbook regarding behavior, dress codes, discipline policies and specific school rules.

## Consequences of Inappropriate Behavior

This section describes the education code section(s) that govern possible consequences for inappropriate behavior. The administrator and teacher, in some cases, have the authority to prescribe appropriate consequences.

Student discipline, suspension, or recommendation for expulsion from school shall be determined by the site principal, the superintendent, or a designee if the student has violated one or more parts of the Student Code of Conduct handbook.

A student may be **disciplined, suspended, or expelled for acts** enumerated in the Student Code of Conduct handbook that occur as cited by **E.C. 48900(s)**:

- While on school grounds
- While going to, or coming from, school
- During the lunch period whether on or off campus
- During, or while going to or coming from, a school sponsored activity

The following list identifies the sections of the California Education Code which govern student conduct and consequences in the Student Code of Conduct handbook which may be applied.

**Please Note:**

1. This guide is for general discipline information for families and students. For specific consequences for violations, please refer to the discipline policy for each individual school.
2. Most violations allow for a range of disciplinary responses. However, under certain expulsion mandates, the responsible administrator is required to seek expulsion of students who are in possession of a firearm, brandishing a knife, selling drugs, or committing sexual battery or sexual assault.
3. The school will seek the student's arrest and legal prosecution when a student's actions violate the California Penal Code or Health and Safety Code.

**Expulsion is the removal of a student from all schools in the Natomas Unified School District for violations of the California Education Code as ordered by the Board of Trustees.** An expulsion is for a defined period, but an application for reentry must be considered within a specified period. State law provides for full due process and rights to appeal any order of expulsion.

Natomas Unified School District has long maintained a strong position against offenses committed by students that involve the possession of weapons, acts of violence, or the sale or distribution of controlled substance. Violations of E.C. 48915(c) mandates that the Board of Trustees shall expel students for:

- Possessing, selling, or furnishing a firearm
- Brandishing a knife at another person
- Unlawfully selling a controlled substance
- Committing or attempting to commit a sexual assault/sexual battery
- Possession of an explosive

**Violations of E.C. 48915(a)(1) states that the Board of Trustees may expel a student for\*:**

- Causing serious physical injury to another person except in self-defense
- Possession of any knife or other dangerous object of no reasonable use to the student
- Unlawful Possession of any controlled substance
- Robbery or extortion
- Assault or battery upon any school employee

\*Unless the Principal or Superintendent determines that expulsion should not be recommended under the circumstances or that an alternative means of correction would address the conduct.

**Suspension is the removal of a student from the classroom for disciplinary reasons for a defined period of time by a teacher or school administrator.** A principal or designee may suspend for up to five days. A teacher may suspend a student from their class for the day of the suspension and the day following, and as soon as possible, the teacher shall ask the parent or guardian of the pupil to attend a parent-teacher conference regarding the suspension (E.C. 48910). When a student is suspended, the parent or legal guardian responsible for the student will be contacted as soon as possible. A suspension may be extended under certain conditions.

- There are two kinds of suspension: "on-campus" and "home" suspension. Students placed on home suspension are not allowed on or near any school campus in the NUSD.
- Students are not allowed to participate in any school activities during "on campus" or "home" suspensions. Students placed on "on campus" suspension are removed from the class for one or more classes and assigned to a supervised area for a specified time. The teacher of any class from which a student is suspended may require the suspended student to complete any assignments and tests missed during the suspension.

**Detention is the assignment of a student to a supervised area for a specified time before or after school, at lunch, or during Saturday school.**

**School Attendance Review Board (SARB) reviews student attendance and disruptive behavior.** Students may be referred to SARB for habitual truancy, irregular attendance, habitual insubordination, or disorderly conduct at school.

- SARB may direct the parent(s)/guardian(s) escort/attend school with child as directed. (Ed. Code 48900.1 and 48910)
- SARB may direct that a student take part in community services.
- SARB may involve the district attorney or the county probation department in a student's case.
- SARB may transfer the student to another school or to an alternate education program.
- SARB may require a parent to complete a District approved Parenting Education course.

**The Search and Seizure Policy governs the District's authority to search individual students and their property.** The student's responsibility is to submit to the search. Under Board Policy 5145.12(a) school officials may search when there is a reasonable suspicion the search will uncover evidence that the student is violating the law or the rules of the district or school.

- General inspections of school properties such as lockers and desks may be conducted on a regular, announced basis. Any items in a locker shall be considered the property of the student to whom the locker was assigned.
- To ensure the safety of students and staff, schools may conduct random searches for weapons using metal detectors.
- The District may use specially trained, non-aggressive dogs to detect the presence of substances prohibited by law or district policy. Dogs may be used in the inspection of lockers, vehicles, or personal property, but may not be used in the search of a person.

**Bullying.** According to the California Department of Education's publication titled, *Bullying at School*, bullying is defined as exposing a person to abusive actions repeatedly over time. If your child is being bullied, the best decision is to tell a school administrator. You can also report bullying via our website: <https://natomasunified.org/bully-prevention/>

The Governing Board recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student. No student or group of students shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, cyber-bully, cause bodily injury to, or commit hate violence against any other student or school personnel. (Ed. Code, §§ 234.1; 48900(r)) (BP 5131.2)

## Discipline Matrix

This Discipline Matrix describes the range of consequences for violating California Education Codes pertaining to student conduct.

	INTERVENTION	SUSPENSION (OR ALTERNATIVE)	EXPULSION	ARREST
<b>I. ACTS OF VIOLENCE</b> (E.C. 48900(a1)(a2)(q), 48915(a)(1)(A), (a)(1)(E)) <ul style="list-style-type: none"> <li>• Hazing resulting in injury</li> <li>• Threatening to cause harm               <ol style="list-style-type: none"> <li>1. To a student</li> <li>2. To school personnel</li> </ol> </li> <li>• Fighting -- mutual combat</li> <li>• Aids or Abets</li> <li>• Inflict or attempts to inflict physical injury to another</li> <li>• Use of force or violence (battery/attack)               <ol style="list-style-type: none"> <li>1. Upon a student</li> <li>2. Upon school personnel</li> </ol> </li> </ul>	 X X  X X   	 X X  X X  X  	 X X  X X  X  	 X X   X X   
<b>II. WEAPONS AND DANGEROUS OBJECTS</b> (E.C. 48900(b), 48915(a)(1)(B), 48915(c1)(c2)(c5)) <ul style="list-style-type: none"> <li>• Possession, sale, or furnishing of weapons (knife, gun, sharp objects, club, look-alike weapons, or an object that could inflict injury). A look-alike weapon, if used in a threatening manner, is considered a weapon.</li> <li>• Explosives--use or possession.</li> </ul>		   X  	   X  	   X  
<b>III. DRUGS AND ALCOHOL</b> (E.C. 48900(c)(p), 48915(a)(1)(C), 48915 (c3)) <ul style="list-style-type: none"> <li>• Possession, use, sale or otherwise furnishing, or being under the influence of alcohol or drugs. Sale of drugs or alcohol will result in expulsion.</li> </ul>		   X  	   X  	   X  
<b>IV. SALE OF "LOOK-ALIKE" DRUGS AND ALCOHOL</b> (E.C. 48900(d)) <ul style="list-style-type: none"> <li>• Offering, arranging, or negotiating to sell prescription drug soma, or furnish drugs or alcohol, and then substituting a look-alike substance intended to represent illegal drugs or alcohol.</li> </ul>		   X  	   X  	   X  
<b>V. ROBBERY OR EXTORTION</b> (E.C. 48900(e), 48915(a)(1)(D))		   X  	   X  	   X  

(EXAMPLES OF ALTERNATIVES TO SUSPENSION (ED. CODE 48900V) ARE: COMMUNITY SERVICE, COUNSELING TREATMENT PROGRAMS, RESTORATIVE JUSTICE AND ALTERNATIVE PLACEMENTS)

**Discipline Matrix (cont.)**

	INTERVENTION	SUSPENSION (OR ALTERNATIVE)	EXPULSION	ARREST
VI. DAMAGE TO PROPERTY (E.C. 48900(f)) <ul style="list-style-type: none"> <li>• Cause, or attempt to cause, damage to school or private property</li> <li>• Arson</li> </ul>		X  X	X  X	X  X
VII. THEFT OR STEALING (E.C. 48900(g)) <ul style="list-style-type: none"> <li>• Stealing or attempting to steal school or private property</li> </ul>		X	X	X
VIII. TOBACCO (E.C. 48900(h)) <ul style="list-style-type: none"> <li>• Possession of tobacco or nicotine products</li> <li>• Use of tobacco</li> <li>• Students' possession or use of electronic cigarettes, electronic hookahs, and other vapor-emitting devices, with or without nicotine content, that mimic the use of tobacco products is prohibited (BP 5131.62(a))(Discipline under 48900(k))</li> </ul>	X  X	X X X		
IX. PROFANITY, OBSCENE ACTS, DEMEANING RACIAL STATEMENTS, VULGARITY (E.C. 48900(i)) <ul style="list-style-type: none"> <li>• Directed at peers</li> <li>• Directed at school personnel</li> </ul>	X	X X	X X	X X
X. DRUG PARAPHERNALIA (E.C. 48900(j)) <ul style="list-style-type: none"> <li>• Possession</li> <li>• Offer, arrange, or negotiate to sell</li> </ul>		X X	X X	X X
XI. WILLFUL DEFIANCE (E.C. 48900 (k)) <ul style="list-style-type: none"> <li>• Failure to follow school rules</li> <li>• Failure to follow directives or instruction of staff or teachers</li> <li>• Failure to follow conduct code for school bus passengers</li> </ul>	X X X	X X X		
XII. POSSESSION OF STOLEN PROPERTY (E.C. 48900(l))	X	X	X	X
XIII. POSSESSION OF IMITATION FIREARM (E.C. 48900(m)) <ul style="list-style-type: none"> <li>• Replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.</li> </ul>		X	X	
XIV. SEXUAL ASSAULT OR BATTERY (E.C. 48900(n))		X	X	X

**Discipline Matrix (cont.)**

	INTERVENTION	SUSPENSION (OR ALTERNATIVE)	EXPULSION	ARREST
<p>XV. HARASSMENT, THREATS, OR INTIMIDATION OF A WITNESS (E.C. 48900(o))</p> <ul style="list-style-type: none"> <li>• Related to disciplinary proceedings.</li> </ul>	X	X	X	X
<p>XVI. BULLYING (E.C. 48900(r))</p> <ul style="list-style-type: none"> <li>• Any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act</li> <li>• Cyberbullying including posts on Social Networks</li> <li>• Creating a burn page</li> <li>• Creating a credible impersonation of another</li> </ul>	X X X X	X X X X	X X X X	
<p>XVII. SEXUAL HARASSMENT (E.C. 212.5 &amp; 48900.2; A.R. 5145.7)</p> <ul style="list-style-type: none"> <li>• Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature. (Applies to grades 4-12.)</li> <li>• Note: Harassment of any type is not tolerated. Students in grades K-3 will be dealt with appropriately in cases of harassment.</li> </ul>	X	X	X	X
<p>XVIII. ACTS OF HATE VIOLENCE (E.C. 48900.3)</p> <ul style="list-style-type: none"> <li>• Students in grades 4-12 may be suspended or recommended for expulsion for causing, threatening or attempting to cause, or participating in an act of hate violence, defined as willfully interfering with or threatening another person's personal or property rights because of race, ethnicity, national origin, religion, disability, or sexual orientation. Speech that threatens violence, when the per-petrator has the apparent ability to carry out the threat, may be considered an act of violence.</li> </ul>	X	X	X	X
<p>XIX. OTHER HARASSMENT (E.C. 48900.4)</p> <ul style="list-style-type: none"> <li>• Students in grades 4-12 may be suspended or recommended for expulsion for intentionally engaging in harassment, threats, or intimidation against a student or group of students when the harassment is severe and pervasive and disrupts classes or creates disorder or an intimidating or hostile educational environment.</li> </ul>		X	X	X
<p>XX. TERRORIST THREATS (E.C. 48900.7)</p> <ul style="list-style-type: none"> <li>• Against School officials, school property, or both. "Terrorist Threat" shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person or property.</li> </ul>		X	X	X

**NATOMAS UNIFIED SCHOOL DISTRICT**

**2019-2020 Student Code of Conduct**

Parent Acknowledgement of Receipt

_____	_____
Student Name	Grade
_____	_____
School Name	Teacher

**I have received, reviewed and discussed the Student Code of Conduct handbook with my child.**

_____	_____	_____
Parent/Guardian Name	Signature	Date

**Please print or remove this page and have your child return this to their school's office.**