



Duval MYcroSchool

Student Suspension, Expulsion and Expectations (5103) **2023 – 2024**

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Principal

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GOVERNING BOARD of DIRECTORS

2023 – 2024

Kevin Johnson
President

Katie Hess
Board Treasurer

TBA
Board Secretary

Sojourner Parker
Director Parent Representative

TBA
Duval My School
Student Board Member

TBA
Community Education Member

TBA
Board Member

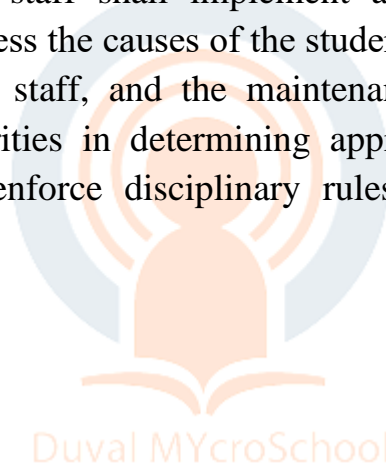


Student Discipline – Board Policy

DUVAL MYCROSCHOOL POLICY NO. 5103

The Board of Directors of Duval MYcroSchool, Inc. desires to prepare students for responsible citizenship by fostering self-discipline and personal responsibility. The Board believes that high expectations for student behavior, effective classroom management and student involvement in their learning can minimize the need for discipline. Duval MYcroSchool staff shall use preventative measures and positive conflict resolution techniques whenever possible.

Board policies and regulations shall delineate acceptable student conduct and provide the basis for sound disciplinary practices. Duval MYcroSchool shall develop disciplinary rules in accordance with law to meet the school's needs. When misconduct occurs, staff shall implement appropriate discipline and attempt to identify and address the causes of the student's behavior. At all times, the safety of students and staff, and the maintenance of an orderly school environment shall be priorities in determining appropriate discipline. Duval MYcroSchool staff shall enforce disciplinary rules fairly, consistently and without discrimination.



Student Expulsions, Suspensions, Dismissal

DUVAL MYCROSCHOOL POLICY NO. 5103

It is the goal of Duval MYcroSchool, Inc. that every student will be free of drugs and violence, be offered an orderly environment conducive to learning and develop competence in those areas of life which are essential to individual and group living.

Student Expectations:

Each student **shall obey** all rules and regulations of Duval MYcroSchool, including but not limited to:

- Respect all requests, and directives from the employees of Duval MYcroSchool;
- Exercise self-discipline and self-control;
- Attend all classes and be on time;
- Respect the rights of individuals and their property, as well as the school's equipment and property;
- Adhere to the dress policy;
- Demonstrate acceptable student behavior.

CRIMINAL SANCTIONS

It is the policy of Duval MYcroSchool to report criminal incidents to the proper authorities. The intentional use of force or violence on another person, with or without a weapon, and/or the intentional placing of another person in reasonable apprehension of receiving a battery are crimes under the laws of the State of Florida.

Bullying, Harassment, Intimidation, Or Verbal Threats

Duval MYcroSchool is committed to providing a safe and orderly learning environment and considers bullying or verbal threats a serious manner.

Students shall **refrain from making** statements that might be considered threatening, such as the following:

- Stating that one has a weapon or bomb in his/her possession at the Site and/or in the classroom
- Stating that one plans to bring a weapon or bomb to the school and/or classroom
- Stating that one plans to cause physical harm to another student and/or staff member
- Making a false statement that there is a bomb or other destructive device at the Site and/or in the classroom

Any behavior related to verbal threats such as the above, may result in consequences that range from suspension and/or expulsion from Duval MYcroSchool to possible arrest and prosecution.

In addition to student and staff having a right to feel safe, everyone also has a responsibility to contribute to keeping the facilities safe.

These responsibilities include:

- Reporting any knowledge of possession of weapons or a person's plans to engage in actions that would cause physical injury or death
- Never fabricating a report as a joke or to cause problems with another person
- Avoiding promising others that a secret will be kept with regards to anything related to physical safety



DISCIPLINARY PROCEDURES AND MEASURES:

Duval MYcroSchool shall maintain a record of disciplinary action for each student subject to disciplinary action, including, but not limited to: expulsions, suspensions, probation, detentions and/or student conferences.

Progressive discipline shall be employed unless otherwise provided for in this policy or under criminal sanctions. For example, when appropriate, a disciplinary report and/or detention might be used with a student for nonviolent offenses. Where a student chooses to violate the code of conduct, the following consequences may be imposed:

- an oral or written reprimand to the student;
- student referral to a counseling session that may include, but not be limited to, conflict resolution, social responsibility, family responsibility, peer mediation, and stress management; mental health counseling
- written notification in the form of a discipline report documenting the student's disruptive or unacceptable behavior;
- conference with the student;
- completion of a reasonable amount of extra work or written assignments of educational significance appropriate to the student's level of achievement;
- temporary removal from the classroom;
- suspension of privileges;
- out-of-school suspension;
- Conduct Review supported by the district sponsor for students falling under the IDEA law;
- recommendation for expulsion.

DISCIPLINE REPORT:

The MYcroCases and/or Focus discipline report and conference log shall be used by staff to document the student's behavior.

SUSPENSIONS, EXPULSIONS, CODE OF CONDUCT VIOLATIONS:

Level One Offenses are minor offenses that are subject to immediate disciplinary action up to and including suspension in accordance with the policies and procedures of the Duval MYcroSchool governing board or the district if applicable include:

- Unauthorized use of a wireless device
- Inappropriate display of affection
- Uniform violations
- Tardies
- Disorderly conduct

Level Two Offenses are less serious offenses that are subject to immediate disciplinary action up to and including suspension in accordance with the policies and procedures of the Duval MYcroSchool governing board or the district if applicable, and may involve a SESIR# include:

- Plagiarism
- Gambling
- False information
- Skipping school
- Offensive language or gestures to a school district employee
- Possession of stolen property
- Use of a device to record a fight
- Response to a physical attack
- Initiating or inciting a fight
- Confrontation, dispute

Level Three Offenses are very serious offenses that are subject to immediate disciplinary action up to and including expulsion in accordance with the policies and procedures of the Duval MYcroSchool governing board or the district if applicable, and may involve a SESIR# include:

- Physical assault with intent to cause bodily harm; including burning any flammable materials not limited to student property
- Fighting or mutual combat
- Hate speech/communication/material



- Threatening or striking a school district employee
- Theft
- A pattern of inappropriate behaviors
- Use of a device to record a student or school district employee
- Threats
- Intimidation
- Multiple lower-level infractions
- Disruptive behavior
- Obscene or abusive language
- Drug paraphernalia
- Trespassing
- Bullying/Cyberbullying
- Major altercations, disorder, or disruptions
- Defamation
- Violation of the Instructional Use Policy
- Unjustified activation of a fire alarm or extinguisher
- Refusing to comply with emergency procedures during crisis or fire drills; failure to act in a safe and orderly manner
- Indecent, offensive or lewd behavior
- Gang activity of expression
- Refusal to attend previously assigned discipline
- Extortion

Level Four Offenses are Zero Tolerance Policy violations and may result in immediate expulsion from Duval MYcroSchool per expulsion procedures in accordance with the policies and procedures of the Duval MYcroSchool governing board or the district if applicable, and may involve a SESIR# include:

- Possession or use of a firearm or illegal weapon on site; including prohibited objects or substances
- Physical assault that causes bodily harm to students or staff
- Arson and/or bomb threats, explosives
- Sexual Assault and offenses
- Robbery, extortion, arson
- Physical, aggravated, or sexual battery
- Possession, use, or sale of drugs or alcohol on campus or before coming to school
- Conviction for drug use, possession or sale off-campus
- Stalking and harassment, as well as hazing

- Any other non-defined major offense,
- Kidnapping or abduction
- Homicide
- Vandalism

A recommendation to expel a student may be appropriate when other means of correction are not feasible or have repeatedly failed to bring about proper conduct; or when due to the nature of the violation, the presence of the student causes a continuing danger to the physical safety of the student or others.

SUSPENSION AND EXPULSION PROCEDURES:

Upon occurrence of the offense, a student may be suspended or expelled according to the following procedures:

- Prior to imposition of a disciplinary action, the student shall be informed of the particular misconduct of which he/she is accused and shall be given an opportunity at that time to explain his/her version of the facts.
- The student is notified of the offense resulting in the suspension, as well as the length of the suspension.
- Should a recommendation for expulsion be made, the school shall notify in writing the student and parents (or guardian or custodian) of the specific act or acts alleged and the date(s) thereof according to MYcroSchool policy.
- The student and, if a minor, the student's parent(s), (guardian/custodian) of the specific acts or acts alleged and the date(s) of thereof, which notice shall state the date, time, and place of the administrative hearing.
- The school shall act in accordance with Florida state law provisions as provided and described in Florida statutes and in accordance with all fair and lawful standards of due process using the policies and procedures (including appeals) of Duval MYcroSchool Board of Directors and/or Duval County Public Schools where applicable.
- If the student has an active IEP, under federal and state regulations, a meeting will be scheduled to review the IEP, develop a behavior plan, and/or

determine whether a Manifestation Determination is needed. If the student has a 504 Plan, a meeting may be scheduled to review the plan, if appropriate.

- All due-process requirements will be followed in meeting federal and state laws governing expulsion of students with active IEP's or 504 plans as described by Duval County Public School's policies and procedures if applicable.
- A decision to suspend or expel a student from school may be appealed to the governing board. While an appeal is pending, the student may access coursework from home and access teachers via email or phone call during planning time where the teacher is available. Parents and students will be notified within twenty-four hours after a decision has been granted by the Board of Directors if they are not present for the appeals meeting.

