

## VENTURA COUNTY BOARD OF EDUCATION

**ADMINISTRATIVE REGULATION NO. 5144**

**ADOPTED: 01/06/14**

**CLASSIFICATION: Students**

**REVISED: 08/28/23**

**SUBJECT: Discipline**

---

### SITE-LEVEL RULES

Site-level rules shall be consistent with state law and Board policies and administrative regulations. In developing site-level disciplinary rules, the principal or designee shall solicit the participation, views, and advice of one representative selected by each of the following groups:

Parents/guardians

Teachers

School administrators

School security personnel, if any

For junior high and high schools, students enrolled in the school

Annually, site-level discipline rules shall be reviewed and, if necessary, updated to align with any changes in state law, Ventura County Office of Education (VCOE) discipline policies and regulations, and/or goals for school safety and climate as specified in the VCOE's local control and accountability plan. A copy of rules shall be filed with the County Superintendent or designee for inclusion in the comprehensive safety plan.

School rules shall be communicated to students clearly and in an age-appropriate manner.

It shall be the duty of each employee of the school to enforce the school rules on student discipline.

### DISCIPLINARY STRATEGIES

To the extent possible, staff shall use disciplinary strategies that keep students in school and participating in the instructional program. Except when students' presence causes a danger to themselves or others or they commit a single act of a grave nature or an offense for which suspension is required by law, suspension shall be used only when other means of correction have failed to bring about proper conduct. Disciplinary strategies may include, but are not limited to:

1. Discussion or conference between school staff and the student and the student's parents/guardians
2. Referral of the student to the school counselor or other school support service personnel for case management and counseling

3. Convening of a study team, guidance team, resource panel, or other intervention-related team to assess the behavior and develop and implement an individual plan to address the behavior in partnership with the student and the student's parents/guardians
4. When applicable, referral for a comprehensive psychosocial or psychoeducational assessment, including for purposes of creating an individualized education program or a Section 504 plan
5. Enrollment in a program for teaching prosocial behavior or anger management
6. Participation in a restorative justice program
7. A positive behavior support approach with tiered interventions that occur during the school day on campus
8. Participation in a social and emotional learning program that teaches students the ability to understand and manage emotions, develop caring and concern for others, make responsible decisions, establish positive relationships, and handle challenging situations capably
9. Participation in a program that is sensitive to the traumas experienced by students, focuses on students' behavioral health needs, and addresses those needs in a proactive manner
10. Community service as provided in the section below entitled "Community Service"
11. In accordance with Board policy and administrative regulation, restriction or disqualification from participation in extracurricular activities
12. Reassignment to an alternative educational environment
13. Suspension in accordance with law, Board policy, and administrative regulation

When, by law or VCOE policy, other means of correction are required to be implemented before a student could be suspended, any other means of correction implemented shall be documented and retained in the student's records.

Staff shall enforce disciplinary rules fairly, consistently, and in accordance with the VCOE's nondiscrimination policies.

When disciplining a student who has been identified for special education and related services, the procedures specified in Administrative Regulation 5144.2 - Suspension/Due Process (Students with Disabilities) shall be applied. If a student has not been identified as a student with a disability and VCOE suspects the behavior that resulted in discipline may be based on an unidentified disability, VCOE shall conduct an evaluation to determine if the student has a disability which requires an IEP or 504 plan.

### COMMUNITY SERVICE

As part of or instead of disciplinary action, the County Board, County Superintendent, principal, or principal's designee may require a student to perform community service during non-school

hours on school grounds, or, with written permission of the student's parent/guardian, off school grounds. Such service may include, but is not limited to, community or school outdoor beautification, community or campus betterment, and teacher, peer, or youth assistance programs.

NOTICE TO PARENTS/GUARDIANS AND STUDENTS

At the beginning of the school year, the County Superintendent or designee shall notify parents/guardians, in writing, about the availability of VCOE rules related to discipline.

The County Superintendent or designee shall also provide written notice of the rules related to discipline to transfer students at the time of their enrollment in VCOE.

Legal Reference:

EDUCATION CODE

32280-32289.5	School safety plans
35146	Closed sessions
35291-35291.5	Rules
35291.5	School-adopted discipline rules
37223	Weekend classes
48900-48926	Suspension and expulsion
48980-48985	Parent/Guardian Notifications
49005-49006.4	Seclusion and restraint
49330-49335	Injurious objects
49550-49564.5	Meals for needy students
52060-52077	Local control and accountability plan

CIVIL CODE

1714.1	Liability of parent or guardian for act of willful misconduct by a minor
--------	--

CODE OF REGULATIONS, TITLE 5

307	Participation in school activities until departure of bus
353	Detention after school

UNITED STATES CODE, TITLE 20

1400-1482	Individuals with Disabilities Education Act
-----------	---

UNITED STATES CODE, TITLE 29

794	Rehabilitation Act of 1973; Section 504
-----	---

UNITED STATES CODE, TITLE 42

1751-1769j	School Lunch Program
1773	School Breakfast Program