

Mark West Union School District

Behavior Management

All schools in the district utilize Building Effective Schools Together (BEST) as their overarching behavior management system.

Mark West Behavior Management : Be Safe, Be Respectful, Be Responsible

There are three rules that outline the behavior we would like to see in different areas of the campuses. They are; Be Safe, Be Respectful, and Be Responsible. We have developed what these techniques look like in each area of the campus. For example, Lunch Area Rules - Be Safe: Wait your turn in line, no cutting, keep your hands and feet to yourself, walk at all times; Be Responsible: Take only your designated portion and eat only your own food, place trash and recyclables in appropriate containers, stay in your seat; Be Respectful: Be polite and courteous to everyone, use good table manners, always use appropriate language, respect the property, rights, and space of others. At the beginning of the year we engage students in a "Rules Round Up" to review the behavior expectations for each area of the school. Staff is located in each of the different areas and students rotate through to review expectations. This provides a structure for the students to be successful, safe, and productive on campus.

Mark West Philosophy

Student Discipline and the Maintenance of a Positive School Culture District Philosophy: The goal of a student discipline plan is to maintain a positive, safe and secure school culture. A comprehensive student discipline plan endeavors to foster positive behavior and implement behavioral management skills, in a developmentally appropriate manner. Students will continue to utilize these skills throughout their lives as responsible members of a democratic society. Discipline is not about punishment, it is the instructive measure used to reinforce the skills each child needs to make positive choices in the present and future. It is our intention that our students to remain safe, respectful to others, and responsible for their behavior and decisions. Further, we endeavor to build and maintain a nurturing school climate that is welcoming, fosters a sense of belonging and mutual respect, and eliminates behaviors such as bullying and teasing that can negatively affect a child's sense of enthusiasm about attending school. Mark West students can, and do, behave in a responsible and respectful manner. Students feel safe and secure at school when they follow the rules and clear consequences are outlined and enforced, when the need arises. A school wide discipline plan is most effective and students feel most secure when expectations have been clearly articulated and demonstrated, providing an understanding of what the consequences will be, prior to a student choosing to commit an infraction of the rules. Students feel supported at school when parents and teachers clearly demonstrate that they believe in them as individuals and support the district discipline philosophy in maintaining a positive school environment. Our principals and teachers instruct the students in the expectations and consequences at the beginning of each school year and assist students in building life skills throughout the year.

Serious Infractions and Consequences: Suspension and Expulsion: The big four offenses leading to suspension are fighting, harassing, disrupting classroom learning, and possession of a weapon or other dangerous object. A student may also be suspended or expelled for committing any of the acts enumerated in California Education

Code 48900 (displayed below) if the act is related to a school activity, is committed anytime while on school grounds, going to or coming from school, during the lunch period on or off campus; during or while going to, coming from, or during a school-sponsored activity.

(a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person.

(2) Willfully used force or violence upon the person of another, except in self-defense.

(b) Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object, unless, in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred by the principal or the designee of the principal.

(c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.

(d) Unlawfully offered, arranged, or negotiated to sell a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage or intoxicant.

(e) Committed or attempted to commit robbery or extortion.

(f) Caused or attempted to cause damage to school property or private property.

(g) Stole or attempted to steal school property or private property.

(h) Possessed or used tobacco, or products containing tobacco or nicotine products, including, but not limited to: cigarettes, vapes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit use or possession by a pupil of his or her own prescription products.

(i) Committed an obscene act or engaged in habitual profanity or vulgarity.

(j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.

(k) (1) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.

(2) Except as provided in Section 48910, a pupil enrolled in kindergarten or any of grades 1 to 3, inclusive, shall not be suspended for any of the acts enumerated in this subdivision, and this subdivision shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion. This paragraph shall become inoperative on July 1, 2018, unless a later enacted statute that becomes operative before July 1, 2018, deletes or extends that date.

(l) Knowingly received stolen school property or private property.

(m) Possessed an imitation firearm. As used in this section, "imitation firearm" means a 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.

(n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.

(o) Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for purposes of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.

(p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.

(q) Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing" means a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, "hazing" does not include athletic events or school sanctioned events.

(r) Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:

(1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:

(A) Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property.

(B) Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health.

(C) Causing a reasonable pupil to experience substantial interference with his or her academic performance.

(D) Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school.

(2) (A) "Electronic act" means the creation and transmission originated on or off the school site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:

(i) A message, text, sound, or image.

(ii) A post on a social network Internet Web site, including, but not limited to:

(I) Posting to or creating a burn page. "Burn page" means an Internet Web site created for the purpose of having one or more of the effects listed in paragraph (1).

(II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.

(III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.

(B) Notwithstanding paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.

(3) "Reasonable pupil" means a pupil, including, but not limited to, an exceptional needs pupil, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with his or her exceptional needs.

(s) A pupil shall not be suspended or expelled for any of the acts enumerated in this section unless the act is related to a school activity or school attendance occurring within a school under the jurisdiction of the superintendent of the school district or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to a school activity or school attendance that occur at any time, including, but not limited to, any of the following:

(1) While on school grounds.

(2) While going to or coming from school.

(3) During the lunch period whether on or off of the campus.

(4) During, or while going to or coming from, a school-sponsored activity.

(t) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, pursuant to this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).

(u) As used in this section, "school property" includes, but is not limited to, electronic files and databases.

(v) For a pupil subject to discipline under this section, a Superintendent of the school district or principal may use his or her discretion to provide alternatives to suspension or expulsion that are age appropriate and designed to address and correct the pupil's specific misbehavior as specified in Section 48900.5.

(w) It is the intent of the Legislature that alternatives to suspension or expulsion be imposed against a pupil who is truant, tardy, or otherwise absent from school activities.

What is Expulsion? When a crime is committed, the police are called in and the student is suspended (excluded) from school pending the outcome of an expulsion hearing. An expulsion takes place in at least two parts. First the child and his/her parents appear at a hearing before an administrative panel. Second, the Board of Trustees acts on the recommendation of the administrative panel. The Board can uphold the recommendation as written or with modifications, or the Board can reject the recommendation and institute a different consequence within legal limitations. Public school districts may not accept the enrollment of a child expelled by another public school district during the term of expulsion without a board hearing. Ed. Code 48900.8 requires that each offense

committed by a child that results in suspension and/or expulsion be identified, by offense committed, in the child's permanent school record.

Willful Misconduct and Vandalism: Did you know that parents are held financially responsible for the vandalism committed by their minor children? Education Code section 48904 provides that the parent or guardian is liable for all damages caused by the willful misconduct of their minor children that results in

a) the injury or death of any pupil, school district employee, private school employee, or school volunteer.

b) any damage to real or personal property belonging to the school district, private school or belonging to a school employee.

The liability limit for parents for the willful misconduct of their minor children is adjusted each year by the State Superintendent of Public Instruction to reflect Federal guidelines and is anticipated to be approximately \$25,000 per incident for 2016-17. Also, parents/guardians are liable for any reward up to \$10,000, paid by local agencies for information leading to the identification and apprehension of their child who willfully damaged or destroyed property, or whose willful misconduct resulted in injury or death to any person. The main sources of expensive vandalism on our sites result from skateboarding, graffiti, petty vandalism, and "mud ball" (playing on the fields when they are closed due to saturation and damaging the turf and/or irrigation system through sliding on it until it becomes muddy). Parents will be held financially liable for damage their children do to school property when engaged in these activities, even if their child is not a current student at the school he/she has damaged. **Please help us keep our schools safe by calling the RESCQ (Redwood Empire Schools' Care Quest) line at 1-877-570-7770**, 24 hours per day, to report school arson, vandalism, bomb threats, violence against students or staff, and weapons on campus. There is a reward of up to \$1,000 offered to persons who provide information leading to the arrest and conviction of perpetrators of crimes on campus.

Withholding Grades, Diploma, or Transcripts: When school property has been willfully damaged or not returned upon demand, the principal or designee shall inform the parent/guardian in writing of the responsible student's alleged misconduct and the reparation that may be due. Grades, transcripts, and/or promotion certificates may be withheld until the reparation is made. If the student and parent/guardian are unable to pay for the damages or return the property, the principal or designee shall provide a program of voluntary work for the student to do. When this voluntary work is completed, the student's grades, promotion certificate and or transcripts shall be released (Ed Code 48904). When a student from whom the district is withholding grades, diploma, or transcripts transfers to another district, this information shall be sent to the new district with the student's records and a request that these items continue to be held until the new district receives notification that the debt has been cleared.

Tobacco Use is Prohibited: Tobacco use of any kind is prohibited at all hours, on all days of every year on all campuses of the Mark West Union School District.

Mark West Union School District: Behavior Expectations

Area	Be Safe	Be Respectful	Be Responsible
All School Areas	<p>Walk facing forward.</p> <p>Keep hands, feet, and objects to yourself.</p> <p>Get adult help for accidents and spills.</p> <p>Use all equipment and materials appropriately.</p>	<p>Use kind words and actions.</p> <p>Use a respectful tone of voice.</p> <p>Wait for your turn.</p> <p>Clean up after yourself.</p> <p>Respect the property of others.</p> <p>Follow adult directions without argument.</p>	<p>Follow school rules.</p> <p>Remind others to follow school rules.</p> <p>Solve problems and conflicts effectively.</p> <p>Take care of personal belongings and school equipment.</p> <p>Be honest.</p> <p>Use restrooms and get drinks at appropriate times</p>
Arrival	<p>Walk bikes.</p> <p>Use crosswalks & bike lanes.</p> <p>Use crossing guards.</p> <p>Put backpacks in designated area.</p> <p>Go to assigned, supervised area promptly.</p> <p>Stay out of parking lots</p>		<p>Secure bikes appropriately.</p> <p>Report to the office if arriving late.</p>
Line Behavior	<p>Keep hands, feet and objects to yourself.</p> <p>Stay aligned.</p> <p>Pay attention.</p> <p>Face forward.</p>	<p>Allow personal space.</p> <p>Use a quiet voice.</p> <p>Walk around class lines.</p>	<p>Pay attention to staff directions.</p>
Halls, Passing Areas, Breezeways & Sidewalks	<p>Open doors slowly & safely.</p> <p>Be aware of opening doors.</p> <p>Hold playground equipment</p>	<p>Hold the door open for the person behind you.</p> <p>Use quiet voices.</p> <p>Be mindful of classes in session.</p>	<p>Stay on sidewalks.</p> <p>Go directly to your destination.</p> <p>Do not disturb plants or landscaping.</p> <p>Keep hands and feet off building walls, windows and gutters.</p>

			Pick up litter.
Restrooms	<p>Keep feet on the floor.</p> <p>Keep water in the sink.</p> <p>Wash hands.</p> <p>Put trash in the garbage can.</p>	<p>Knock on the stall door before entering.</p> <p>Give people privacy.</p> <p>Use quiet voices.</p> <p>Open and close doors quietly.</p> <p>Be mindful of classes nearby</p>	<p>Use for restroom use only (no visiting or hanging out)</p> <p>Flush toilet after use.</p> <p>Return to class promptly.</p> <p>Use restrooms at appropriate times.</p> <p>Report problems to an adult.</p>
Playground Recess	<p>Walk to and from the playground.</p> <p>Stay within boundaries and in sight of supervision.</p> <p>Act safely with respect to other games and activities around you.</p> <p>No pretend fighting, rough housing, or tackling.</p> <p>Use equipment safely & appropriately.</p> <p>Throw only balls.</p>	<p>Play fairly.</p> <p>Include everyone.</p> <p>Use kind words and actions.</p> <p>Use a respectful tone of voice.</p>	<p>Follow rules specific to the area.</p> <p>When recess is over, hold equipment and walk to class.</p> <p>Return all equipment to its proper place.</p> <p>Stay off the field when it is wet or closed.</p>
Lunch Areas	<p>Keep all your food to yourself.</p> <p>Sit with feet on floor, bottom on bench, and facing table.</p> <p>Carry food tray with both hands.</p>	<p>Allow anyone to sit next to you.</p>	<p>Get all utensils, milk, etc. when first going through line.</p> <p>Sit and eat in designated areas.</p> <p>Clean up after yourself.</p> <p>Dispose of all trash and recycling appropriately.</p> <p>Raise hand and wait to be excused.</p> <p>Leave lunch box in designated area.</p> <p>Bring healthy meals.</p>

Inside Recess	<p>Walk.</p> <p>Stay in your classroom unless given permission by school staff.</p> <p>Use classroom materials safely.</p> <p>Stay inside room away from the door.</p>	<p>Keep hands, feet, and objects to oneself.</p> <p>Use quiet voices.</p> <p>Use polite language and a respectful tone of voice.</p>	<p>Follow rules and behavioral expectations at all times, even when school staff is not present.</p> <p>Clean up promptly.</p>
Library	<p>Use books carefully and appropriately.</p> <p>No food, gum, candies, or drinks allowed in the library.</p> <p>Sit properly.</p> <p>Push chairs in when leaving seat.</p>	<p>Keep the library calm and quiet.</p> <p>Use whisper voice only.</p> <p>Move slowly and carefully.</p> <p>Wait for instructions before beginning library activities.</p> <p>Minimize interactions with others (no socializing)</p>	<p>Listen to and follow teacher and librarian instructions carefully.</p> <p>At the end of class, return everything to its proper place.</p> <p>Bring needed book, materials, work.</p> <p>Return books on or before the due date.</p> <p>Use shelf markers.</p>
Computer Lab	<p>Use equipment safely, carefully, and appropriately.</p> <p>No food, gum, candy, or drinks in the lab.</p> <p>Sit properly in the chairs.</p> <p>Push chairs in when leaving seat.</p>	<p>Use your inside voice.</p> <p>Move slowly and carefully around lab.</p> <p>Wait for teacher's instructions before touching or operating equipment.</p>	<p>Follow the teachers' instructions carefully.</p> <p>Follow "Internet Agreement" rules.</p> <p>Report any program or equipment problems (only staff fix computers).</p> <p>At the end of class, return everything to its proper place</p>
Assemblies & Special Events	<p>Keep hands, feet, and objects to yourself.</p> <p>Wait for seating and dismissal instructions.</p>	<p>Allow for personal space.</p> <p>Use audience manners: Applaud appropriately No whistles, hollering, or Whoops</p> <p>Listen quietly and attentively</p> <p>Ask questions at appropriate</p>	<p>Sit school-style.</p> <p>Listen attentively.</p> <p>Use your quiet voice.</p>

		Times	
Classrooms			<p>Arrive on time and ready to work.</p> <p>Bring all required materials to class.</p> <p>Follow class rules, teacher directions</p>
Office	<p>Stay in the designated area.</p> <p>Communicate emergencies quickly and calmly</p>	<p>Wait your turn.</p> <p>Wait until the Office Manager acknowledges you before starting to talk (don't interrupt).</p> <p>State your purpose politely</p>	<p>Use an office pass.</p> <p>Be prepared with whatever you need for your business at the office.</p>
Dismissal	<p>Use sidewalks and crosswalks.</p> <p>Follow directions given by crossing guards.</p> <p>Wait quietly in designated areas.</p> <p>Stay out of parking lots.</p> <p>Stay away from the curb.</p> <p>Report to the office after supervision.</p>	<p>Walk.</p> <p>Keep hands, feet, and objects to yourself.</p> <p>Use quiet voices.</p>	<p>Leave school promptly.</p> <p>Go to designated area promptly.</p>
Bicycles	<p>Walk bikes on school grounds.</p> <p>Wear helmets.</p> <p>Use crosswalk.</p> <p>Secure bicycle in designated area.</p> <p>No loitering after school.</p>	<p>Walk bike in front of school when others are on sidewalks</p>	
Bus	<p>Follow all bus rules.</p>	<p>Treat driver and others politely.</p>	<p>No gum.</p>

NOTE: Each school site will be sending information with detailed information on how the program is implemented at their respective site.

