

**ABQ Charter Academy  
Discipline Matrix**

*The following code of conduct has been adopted to protect and foster respect for the rights of ABQCA scholars and staff. Infractions of this Code of Conduct are grouped into three levels based on the severity of the infraction, and each violation of the code may have from one to three levels of consequences.*

*These represent the recommended guidelines in the disposition of discipline situations. Therefore, depending on the circumstances of the behavior or education status of the student, responses may vary from situation to situation.*

***In all cases administrative discretion will be exercised.***

<b>Level I</b>			
<b>Behavior</b>	<b>1<sup>st</sup> Offense</b>	<b>2<sup>nd</sup> Offense</b>	<b>3<sup>rd</sup> Offense</b>
<b>General Disruptive Conduct (profanity, rudeness, dishonesty, etc.)</b>	1 Day ISS Parent Notification (if applicable)	2 Days ISS Parent Notification (if applicable)	1 Day OSS Parent Notification (if applicable)
<b>Possession/use of tobacco, rolling papers, or incendiary devices at school</b>	1 Day ISS Parent Notification (if applicable)	2 Days ISS Parent Notification (if applicable)	1 Day OSS Parent Notification (if applicable)
<b>Electronic Devices (causing a distraction in classroom)</b>	Confiscate and student may pick-up at the end of the day	Confiscate and student may pick up at the end of the day Meeting with admin	Device must be turned in upon arrival at school and can be picked up at dismissal
<b>Level II</b>			
<b>Behavior</b>	<b>1<sup>st</sup> Offense</b>	<b>2<sup>nd</sup> Offense</b>	<b>3<sup>rd</sup> Offense</b>
<b>Bullying/Threats</b>	2 Days ISS Parent Notification (if applicable)	1 Day OSS Parent Notification (if applicable)	3 Days OSS Parent Conference (if applicable)
<b>Aggressive/Hostile Behavior</b>	2 Days ISS Parent Notification (if applicable)	1 Day OSS Parent Notification (if applicable)	3 Days OSS Parent Conference (if applicable)
<b>Rough Housing</b>	2 Days ISS Parent Notification (if applicable)	1 Day OSS Parent Notification (if applicable)	3 Days OSS Parent Conference (if applicable)
<b>Inappropriate use/ possession of technology</b> <small>—unauthorized access to school software, telephones, accounts/files, unauthorized access or use of video recording via electronic device, posting of inappropriate material on websites including video taping of activities violating school policy such as fights, bullying, hazing or other misconduct.)</small>	2 Days ISS Parent Notification (if applicable)	1 Day OSS, Restricted Computer Access Parent Notification (if applicable)	
<b>Insubordination, defiance of authority or showing disrespect</b>	2 Days ISS Parent Notification (if applicable)	1 Days OSS Parent Notification (if applicable)	

<b>Level III- APD referral may be filed on all Level III Infractions</b>			
<b>Behavior</b>	<b>1<sup>st</sup> Offense</b>	<b>2<sup>nd</sup> Offense</b>	<b>3<sup>rd</sup> Offense</b>
<b>Arson</b>	10 Days OSS Pending Hearing		
<b>Assault/Battery (physical) of a staff member</b>	10 Days OSS Pending Hearing		
<b>Assault (verbal) of a staff member (including intimidating or threatening remarks and/or directed profanity)</b>	3 Days OSS	5 Days OSS	10 Days OSS Pending Hearing
<b>False Alarm</b>	3 Days OSS	10 Days OSS Pending Hearing	
<b>Bomb Threats/Explosives/ or (possession of)</b>	10 days OSS Pending Hearing		
<b>Assault/Fighting</b>	3 Days OSS	5 Days OSS	10 Days OSS Pending Hearing
<b>Habitually Disruptive Conduct</b>	3 Days OSS	5 Days OSS	10 Days OSS Pending Hearing
<b>Harassment / bullying (Physical, racial, verbal, disability, electronic, intimidation toward another student-bullying)</b>	3 Days OSS	5 Days OSS	10 Days OSS Pending Hearing
<b>Inappropriate use or possession of technology (tampering/damage to computers/network)</b>	3 Days OSS, restricted computer access for the remainder of the semester and restitution	5 Days OSS, restricted computer access for the remainder of the year and restitution	10 Days OSS Pending Hearing
<b>Personal substance abuse (consuming, solicitation, in possession, or under the influence of; alcohol, drugs, look-alikes or other controlled substances and or paraphernalia including OTC drugs and prescription drugs)</b>	3 Days OSS	5 Days OSS	10 Days OSS Pending hearing