

**Regulation 1313: Civility** 

**Status:** ADOPTED

**Original Adopted Date:** 02/24/2020 | **Last Reviewed Date:** 06/17/2021

While on District campuses and premises, and/or attending or participating in District-sponsored events or activities, and/or during e-mail, text, phone, or multi-media correspondence the following level of behavior is expected:

1. District staff should treat and communicate with parents and other members of the public with civility, courtesy and respect. District staff should avoid disruptive, volatile or hostile communications and actions.
2. Parents and other members of the public should treat students, District staff, and each other with civility, courtesy and respect. Parents and other members of the community should avoid disruptive, volatile or hostile communications and actions, and harassment or bullying of peers or District staff.

**Unacceptable/Disruptive Behavior**

Any conduct that disrupts or interferes with the discipline, order, conduct, administration, or operation of any District school campus, classroom, administration office, event or activity constitutes unacceptable behavior. Such conduct includes but is not limited to the following:

1. Disruption of or threats to disrupt classrooms or District-sponsored activities or events.
2. Disruption of or threats to disrupt the operation and order of any District school campus, administration office, or other facilities.
3. Threats to the health or safety of students, District staff, parents or members of the public on District premises or at District-sponsored events or activities.
4. Battery or assault upon students, District staff, parents or members of the public.
5. Intentionally or willfully causing damage to District property.
6. Using obscenities or speaking in a loud, insulting and/or demeaning manner.
7. Unauthorized entry onto District school campuses, grounds and facilities.
8. Failing to register as required under Board Policy 1250.

**Recourse of District in the Event of Unacceptable/Disruptive Behavior - Penal Code 626.7**

District staff may use reasonable and proper means to resolve incidents involving unacceptable or disruptive behavior, including but not limited to, the following:

1. Any District staff may:
  - a. Verbally, or in writing, admonish any parent or member of the public, who engages in unacceptable or disruptive behavior, to act and communicate civilly;
  - b. Provide a written copy of this policy to a parent or member of the public who engages in unacceptable or disruptive behavior;
  - c. Terminate the meeting, conference, telephone conversation or exchange with any parent or member of the public who engages in unacceptable or disruptive behavior;
  - d. Report any incident involving unacceptable or disruptive behavior to his or her immediate supervisor, principal or to the superintendent; and/or
  - e. Complete and submit to the principal or designee, or the designated employee at the District's main administration office, an Incident Report.
2. The principal or designee, or other designated District staff may take one or both of the following actions:

a. Direct any parent or member of the public who engages in unacceptable or disruptive behavior to promptly leave District grounds and premises. The individual who is asked to leave shall do so promptly. When an individual is directed to leave, the principal or designee may issue a written formal warning, notifying the offending person to leave the school grounds and not return and that he/she will be guilty of a misdemeanor in accordance with applicable California Education Code and Penal Code provisions, including but not limited to Education Code sections 32210, 32211, 44810, or 44811 and/or Penal Code sections 415.5, 626.4, 626.6, 626.7, or 626.8 as appropriate. The person may not return to the school site before the applicable period of time of fourteen (14) calendar days, as prescribed by statute. If an individual refuses to leave upon request or returns before the applicable period of time, the principal or designee may notify law enforcement officials.

b. Notify and/or seek the assistance of law enforcement officials or private security personnel in resolving any incident involving unacceptable or disruptive behavior.

3. The principal or designee or other designated District staff who reasonably believes that a parent or member of the public may engage in unacceptable or disruptive behavior may:

a. Assign an escort to that parent or member of the public while the parent or member of the public is on District school campuses and premises;

b. Limit the area upon which that parent or member of the public may enter while on District school campuses or premises;

c. Limit the time period during which that parent or member of the public may enter District school campuses or premises; and/or

d. Deny a parent or member of the public entry onto District school campuses or premises.

4. A District employee whose person or property is injured or damaged by intentional or willful misconduct of a student may ask the District to pursue legal action against the student or the student's parent/guardian.

5. The District may seek any and all appropriate legal remedies against any parent or member of the public who engages in unacceptable or disruptive behavior, including but not limited to a restraining order and/or injunction, to protect its employees from violence or a credible threat of violence pursuant to the Workplace Violence Safety Act.

6. Communications that are obscene, profane, rude, or disrespectful are not acceptable. This includes all communications whether in person, by telephone, cell phone, email, text, or other forms of electronic communication. If communications directed to District employees are obscene, profane, rude or disrespectful, the District reserves the right to require the individual making the communication to communicate any concerns regarding their student or the District directly in writing to the Superintendent or designee until such time as the individual is cleared by the Superintendent or designee to resume communicating with the District employee.

7. The Superintendent or designee may provide safety and/or crisis intervention techniques to District staff to raise awareness regarding how to resolve incidents involving unacceptable and disruptive behavior by parents and members of the public.

#### Recourse to Parents and Community Members in the Event of Unacceptable/Disruptive Behavior by District Staff

Any parent/guardian or member of the public who is subjected to unacceptable conduct from any District employee may submit an Incident Report (Exhibit No. 1312.5) to the principal or designee by no later than ten (10) business days after the incident. Upon receipt of the Incident Report, the principal or designee, or another designated District employee, may resolve the incident as he or she determines to be proper. Notice of the resolution should be provided to the parent or member of the public, unless otherwise prohibited to do so for reasons of privacy or confidentiality.

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#### Supporting Documents

 [Exhibit 1313 Civility](#)