

Tactical Character Academy

Ranger Handbook 2016-2017



Tactical Character Academy Administration

Tom Changnon, Superintendent

Scott Kuykendall, Assistant Superintendent

Marcelo Briones, Educational Options Principal

Certificated Staff

Cindy Perez, Teacher in Charge

Jesus Zavala, Counselor

Jas Chima, In – School Suspension

Gregg Borgquist, Teacher

Justin Reyes, Teacher

Vacant, Teacher

Classified Staff

Robert Machado, Lead Ranger Trainer

Brandon Gresham, Ranger Trainer

Randall Boyd, Ranger Trainer

Chris Day, Campus Supervisor

Pat Machado-Vega, Administrative Assistant

Roxana Bugarin, Program Support Secretary

Sylvia Magana, Student Advocate

Tim Frakes, Custodian

Monica Espinoza, Guidance Technician



To the Rangers of the Tactical Character Academy,

Welcome to the Tactical Character Academy. We commend you for making the decision to enroll in this award-winning program. The Tactical Character Academy is focused on helping young people find purposes for their life and to assist them in becoming productive citizens in our communities. We are excited you are joining this fantastic team and we know with hard work and dedication you will feel a tremendous sense of accomplishment while attending the Academy. As young Rangers we encourage you to take full advantage of the opportunities presented to you at TCA. We believe the strength of this Academy is through the caring staff and the discipline program provided by the military structure. Thanks again for choosing the Tactical Character Academy. We look forward to assisting you in your efforts to become successful citizens in this great country of ours.

Sincerely,

Tom Changnon
Stanislaus County Superintendent of School

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I. INTRODUCTION

This handbook includes basic expectations and knowledge each Ranger should know. Therefore, every effort should be made to learn to use this handbook and to become familiar with its content. It is your responsibility to maintain and keep this handbook with you at all times while at Tactical Character Academy (TCA). It is printed in a small version to allow you to carry it in your pocket.

PURPOSE

The purpose of this Ranger Handbook is to provide you, the Ranger, with a resource of information that will aid you in becoming a successful and contributing member of the Corps of Rangers with the Tactical Character Academy.

MISSION

The mission of TCA is to develop our Rangers academically, physically, and morally to succeed as adolescents in high school and will focus on three areas; Academics, Military Science and Character building.

PHILOSOPHY

It is our belief:

- That today's young people are tomorrow's future leaders
- That young people are the country's most important commodity
- That we are responsible for preparing young people for their role in society.
- That it is our responsibility to provide educational resources, activities, and an atmosphere which will encourage students to seek ever higher levels of integrity, discipline, self-reliance, good citizenship and patriotism, along with a sense of personal responsibility and leadership which will better prepare them for the future.
- That we are concerned about the "Whole Person", what students experience twenty-four hours a day, not just while Rangers are at TCA.

RANGER CORE VALUES

Commitment: Pledging my loyalty to Tactical Character Academy, its leadership and to my fellow Tactical Rangers.

Discipline: Controlling my behavior through hard work and training to correct and improve my character.

Respect: Submitting to authority, and the rules and regulations of the Tactical Character Academy.

Courage: Meeting the challenge to do my best at all times and in all situations.

Honor: Being responsible to uphold my duty to the values of this country, my school, and my family.

I. TACTICAL CHARACTER ACADEMY STUDIES

GENERAL

All Rangers are required to maintain a satisfactory grade point average (GPA of 2.0 or better) every semester in order to remain in the TCA program. Failure to maintain a minimum GPA, as determined by the school counselor and administrator through a meeting with the parents, may put the Ranger on immediate academic probation. Any Ranger on academic probation may be limited in his/her participation in TCA extracurricular activities. If the Ranger fails to raise his or her grades to the required level during the next grading period, the Ranger may be removed from TCA.

LEADERSHIP

Rangers will be selected for various leadership positions throughout the school year. The purpose of assigning leadership positions is to teach leadership principles and to allow the Ranger to gain valuable leadership experience.

II. Standards and Policies

ATTENDANCE

Regular attendance is essential to continuing enrollment in the Stanislaus County Office of Education Educational Options program. All students are required to attend school daily, arrive on time, and remain in class until dismissed by teacher or other supervising adult.

When a Ranger is absent, parents are expected to call and inform the school the morning of the absence.

Every absence must be verified. A parent / guardian should verify and explain the absence by calling the school the day of the absence or with written verification when the student returns to school. Absences for illness beyond three (3) consecutive days may require a doctor's note.

Tardies and unexcused absences will accumulate demerits. The first 3 tardies or unexcused absences will result in 2 demerits. Tardies or unexcused absences 4 – 6 will result in 4 demerits. Every tardy or unexcused absence beyond the 6th day will result in 5 demerits each.

PERSONAL AND CLASSROOM CONDUCT

Rangers will enter the classroom quietly and stand at attention by their seats until told to take their seats. TCA follows traditional military customs when reporting to class.

1. You are expected to control your behavior and act in a mature disciplined manner. Displaying any disrespect or insubordination toward any TCA staff at any time will result in disciplinary action..
2. When classroom studies begin, you will be supplied with necessary paper, pencils, notebooks and Chromebook.
3. You will sit up in your seat and pay attention and participate during all classes; this includes the computer lab.

4. You will complete all assignments given to you by your teacher
5. You are **not allowed** to bring food items, cans or bottled drinks onto the campus, into the classrooms or computer labs.
6. You will not lean in your chair to raise one or more chair legs off the floor. All chair legs will remain flat on the floor. Replacement or repair costs will be assessed to the Ranger.
7. Use of cell phones are strictly prohibited, unless directed by or given permission by staff , IPODs, MP3s and other electronic media devices will not be allowed on campus. Emergency calls may be made in the office.

PHYSICAL TRAINING

TCA will hold daily physical training (PT) sessions. **All** Rangers will attend and participate in PT daily unless there is inclement weather or the Ranger has a medical excuse from the nurse or doctor in writing. In addition, Rangers are expected to conduct additional physical training on their own.

TCA COURTESIES

Military customs and courtesies dictate that proper respect is shown at all times from peer to peer, subordinates to superiors, and superiors to subordinates. The following military customs and courtesies will be enforced while at TCA.

1. You will be addressed as Ranger and last name, all Rangers will stand at parade rest when addressing Cadre, Staff or Visitors.
2. Rangers will address all staff by their title (Captain, 1st Sergeant or Mr., Mrs., or Miss and person's last name, e.g. Captain Jones or Mr. Smith.)
3. Drill Sergeants will be addressed as Drill Sergeant and their last name e.g. Drill Sergeant Jones.
4. Acknowledge all orders with "Yes" or "No" Sir, Ma'am or Drill Sergeant."
5. Sound off with a professional greeting such as, "Good morning, Good afternoon or Good evening sir or ma'am," when passing a staff member. Stand at attention when reporting or addressing staff.
6. If you are running, you will slow to a marching pace; sound off with a professional greeting such as, "Good Morning, Good afternoon or Good evening sir or ma'am." If the Staff member is an Officer, you will salute the staff member; after passing the Staff Member you may resume your running pace.
7. If you approach a staff member from behind you will sound off with a professional greeting such as, "Good Morning, Good afternoon or Good evening sir or ma'am."
8. Rangers who wish to talk to a staff member who is already talking with someone else must wait until the staff member recognizes you. You will wait at parade rest six to eight feet away and remain silent. When the staff member acknowledges you, state your question.

9. In a group setting, class, or lecture when called on to answer a question or make a comment Rangers will stand to address the class.
10. In a group setting and you wish to ask a question, you will raise your hand and wait to be acknowledged before standing and asking your question.
11. When entering any office on the TCA campus, Rangers, prior to crossing the threshold to the room, will knock loudly stating their name and requesting permission to enter (for example: Ranger Smith requests permission to enter sir or ma'am.) Wait until told to enter. This includes the SCIL facility.
12. The salute has been a tradition in the military for centuries. It is merely a courteous exchange of greetings and a sign of respect initiated by a Ranger of lower rank to an officer. In the Corps of Rangers, as in most services around the world, enlisted Rangers salute all officers, including Ranger Officers. The lower ranking individual initiates the salute.
13. Saluting is not done indoors unless under arms or formally reporting. (Wearing a cover and a duty belt constitutes being under arms.)

PROMOTIONS

Promotions are an honor and a privilege. Those Rangers receiving promotions must possess the prerequisite abilities and skills described in the TCA Ranger Manual. Primary authority for promotions rests with the Cadre. The promotion system is directly related to the grading system, which evaluates all requirements of the TCA program (i.e., academics, physical fitness, attitude and participation, uniforms, inspections, drill and citizenship/leadership). Promotions will in accordance with TCAO 101 and worn on the uniform in accordance with TCAO 110.

AWARDS

1. Awards are for the purpose of publicly recognizing meritorious service and outstanding achievement, which distinguishes an individual from others. They provide a means of recognizing individual Rangers for their performance and participation in the TCA program. There may be several types of awards including medals, ribbons, coins, badges, and t-shirts.
2. These awards are presented to Rangers, who have distinguished themselves throughout the year and have significantly contributed to the success of their school, platoon, squad or self.

III. THE Tactical Character Academy (more detailed information is located in the TCA Ranger Manual)

ORGANIZATION

TCA is organized into a Corps of Rangers similar to a Company structure of the US Army, with a Company Commander (CO), Executive Officer (XO), First Sergeant (1SG), and subordinate Platoons, each with a Platoon Leader and Platoon Sergeant. Each Platoon will have 4 subordinate squads, each with a Squad leader.

Ranger RANK STRUCTURE (Ranger Company Staff is comprised of Rangers only).

To the extent practical, the rank structure used in TCA is mirrored after the officer and enlisted ranks of the U.S. Army. Ranger Officers and Noncommissioned Officers will be selected to lead the unit.

Ranger Rank - Rangers will earn individual rank based on individual accomplishments and progress. Ranger Rank will be worn on the uniform collar as appropriate for the prescribed wearing of each uniform.

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Tactical Character Academy RANK

Abbreviation Proper Address

COL	Colonel
CPT	Captain
LT	Lieutenant
CSM	Sergeant Major
1SG	First Sergeant
SGT	Sergeant
DS	Drill Sergeant



The Ranger Company Staff team will run the day to day activities of the Corp of Rangers i.e.

Formations

- Uniform inspections
- Marching to class
- Receiving the report

IV. UNIFORMS

1. Ranger's will wear the uniform with sincere respect and dignity, as they represent not only themselves, but also the following:
 - a. Their family;
 - b. Their Corps of Rangers (fellow TCA Students);
 - c. The staff of the Tactical Character Academy, John B. Allard;
 - d. The Stanislaus County Office of Education;
 - e. And most importantly, Members of our Armed Forces.
2. The male and female **Recruit** Class C Uniform consists of:
 - a. Camouflage cover (hat)
 - *Writing on the cover is **STRICTLY** prohibited and will result in replacement cost and demerits.*
 - b. Black crewneck T shirt
 - i. No writing or design allowed
 - ii. Parent provides these
 - c. Camouflage blouse (shirt)
 - d. Camouflage trousers (pant)
 - e. Issued web belt with a black belt buckle
 - f. Black boots
3. The male and female **Ranger** Class C Uniform consists of:
 - a. Black cover (hat)
 - *Writing on the cover is **STRICTLY** prohibited and will result in replacement cost and demerits.*
 - b. Black crewneck T shirt
 - iii. No writing or design allowed
 - iv. Parent provides these
 - b. Charcoal blouse (shirt)
 - c. Charcoal trousers (pant)
 - d. Issued web belt with a black belt buckle
 - e. Black boots
4. Rangers are authorized to wear the following items on their uniform in their correct location:
 - a. Name Tag - sewn on over the right hand breast pocket of the blouse;
 - b. Rank Insignia - worn on both collars;
 - c. TCA Motto Patch - sewn on the center of the left sleeve, one (1) inch below the top seam;
 - d. TCA Unit Crest - sewn on centered on the left breast pocket
 - e. Rope - Leadership Rangers will wear a rope on the right shoulder
 - f. Awards - can be worn on the dress uniforms only and will be worn over the left breast pocket.
5. It is the Ranger's RESPONSIBILITY to maintain their issued uniform. Maintaining the uniform means:
 - a. Uniform must be cleaned, pressed and well fitting;
 - b. Ranger's will replace any missing buttons by sewing them on;
 - c. Rangers will mend any rips or tears in their uniform.
 - d. Boots must have the leather portion of the boot brush shined at minimum;
 - e. Uniform will be properly buttoned, zipped or snapped.
6. Headgear (cover) will be worn by all personnel while outdoors and in uniform. Headgear will be removed when crossing the threshold of the doorway when entering a building
7. At NO TIME will Rangers have their hands in the pockets of their uniform
8. The following items are NOT to be worn on a Ranger's Uniform:
 - a. Pens and/or pencils
 - b. Jewelry or chains

- c. Campaign or similar type buttons
 - d. Anything that distracts from the uniform's appearance
9. At no time will a Ranger combine any part of their uniform with civilian attire unless specifically authorized.

V. STANDARDS OF APPEARANCE

PERSONAL APPEARANCE

1. Males - Hair must be neatly faded from the sides to the top of the head and not exceed 3 inches in length. Sideburns must not extend beyond the center of the ear and be trimmed horizontally. **Designs cut or shaved into hair style are prohibited.** The face is to be *cleanly* shaved at all times. Facial hair such as mustaches or beards is prohibited.
2. Females - Hair will be neatly groomed. Hair will not fall over the eyebrows or extend below the bottom edge of the collar. Hairstyle must not interfere with proper wearing of headgear. Hair-holding ornaments (barrettes, pins, or clips) must be transparent or similar in color to the hair. **Hair must be a single natural looking color.**
3. Cosmetics - Males are not authorized to wear cosmetics. Females may wear cosmetics applied conservatively. Eye make-up shall not extend beyond the corner of the eyes. All cosmetics, lipstick, and nail polish shall be *natural looking*.
4. Jewelry - Wearing jewelry is permitted within the following limits:
 - a. Watches and/or identification bracelets are authorized provided they are conservative in style and in good taste.
 - b. No more than two rings are authorized to be worn while in uniform. Wedding sets count as one ring.
 - c. A religious medal may be worn but **must be tucked under the T- shirt**; no red or blue.
 - d. No jewelry items such as watch chains or similar civilian items (no pens, pencils, or pledge pins) can be worn on the uniform.
 - e. Earrings or ear posts of any size or shape are not authorized for males while in uniform. Women are authorized to wear earrings with dress uniforms but not with battle dress or PT uniforms. Earrings must be small in size (up to 1/4-inch diameter), unadorned, and spherical and be gold, silver, white pearl, or diamond. When worn, earrings will fit snugly against the ear. They will be worn only as a matched pair, one earring per earlobe.
5. Tattoos - Any tattoo or brand that is visible while in uniform detracts from a soldierly appearance is prohibited. Tattoos or brands on areas of the body that are prejudicial to good order and discipline must be covered. Gang related tattoos shall be documented.
6. Body Piercing - Attaching, affixing, or displaying objects, articles, jewelry or ornamentation to or through the skin is prohibited while in uniform (except earrings as described above for females). ***This includes tongue piercings.***
7. Class A (when available) and Class B uniforms may be worn during periods of Liberty (before and after school hours and weekends) or Leave (during school breaks). The requirements for wearing either uniform during TCA functions will apply without exception during periods of leave or liberty. Full uniforms to be worn correctly at all times; exception would be during PT.

a) Blouses buttoned	d) Boots laced
b) No mixing of civilian and military uniforms	e) Pants worn at the waist and bloused in boots
c) Plain black t-shirts are to be worn tucked in	f) Covers worn

VI. DEMERIT/MERIT SYSTEM

Merits and demerits are only assigned by adult staff members of the school

Demerits are earned when Rangers make poor choices while on school grounds, going to or from school, during a school-sponsored activity, or while going to or from a school-sponsored activity. Every attempt will be made to contact parents/guardians either by phone or email when 2 or more demerits are issued to a student in a day.

Demerits of one point are reconciled “on the spot:”

These demerits are **not** written in a student’s permanent disciplinary record, or on the student’s demerit slips. Instead, the Ranger **must choose exactly ONE** for the following consequences after discussion and counseling with the assigning adult. *The adult has the discretion to eliminate one or more of the options if those options have proven ineffective in previous offenses with that Ranger:*

- 3 sets of 20 push ups
- 2 sets of 50 four-count jumping jacks
- A 100 word paragraph of the Ranger’s reflection of the infraction and the plan to avoid such infractions in the future to be done during their detention time (not ISS room) and turned in at the end of the day.
- 2 sets of tire drills
- 5 minute gorilla drills

Demerits of two or more points:

These demerits remain in the Ranger’s disciplinary file and are considered in determining whether a Ranger is placed on disciplinary probation, strict probation, or is subject to dismissal. Any violation deemed serious enough to earn 10 demerits may lead to an immediate recommendation for suspension or removal from TCA.

The Ranger’s total number of demerits earned is the determining factor in whether a Ranger is considered for placement on disciplinary probation, strict disciplinary probation, or subject to removal from the TCA.

Demerits must be turned into the security office. (located in the ISS room or by email) the SAME school day as being issued for processing. A Ranger will be informed when he/she is being given a 2-10 point demerit, for what reason, and the Ranger will have the opportunity to tell the staff member his/her version of events prior to the issuance of the demerit.

When a staff member assigns a demerit of two or more points that staff member will make an attempt to contact the parent(s) to notify them by telephone or email.

If a Ranger refuses to comply with an adult’s directive to correct a one point “on the spot” demerit, the Ranger will be issued a 2 point demerit for insubordination. Depending on a Ranger’s demeanor, the issuing adult may also elect to issue a 3 or 4 point demerit.

NOTE REGARDING ACCUMULATION OF DEMERITS

It should be noted that sometimes a Ranger accumulates demerits so quickly that the following interventions cannot be implemented in a timely manner. TCA will make every effort to comply with the provisions of the aforementioned interventions, but ultimately, parents are responsible for monitoring their Ranger’s demerit total.

DETENTION

Rangers may earn 15 minutes of detention for each demerit. Detentions are held in the **teacher’s** classroom.

Rangers tardy to detention receive no credit for the time they are late. Rangers more than 10 minutes late to detention will not be admitted to the detention session. ***The demerits will double for the violation.***

Failure to follow directions during detention results in detention time being negated and possible assignment to In-School Suspension.

RANGERS WHO ENTER TCA AT TIMES OTHER THAN THE FIRST DAY OF SCHOOL

Rangers who enter TCA after the first day of school may have the demerits required for removal from the program prorated.

List of Demerits and points

Minor Infractions - One (1) point demerits; includes warnings. These may reset at semester

1. Failure to return a requested document by the deadline, including absence excuse from parent
2. Tardy to class or talking in class or formation without permission
3. Minor uniform/appearance violations or violation of relaxed dress policies or general class misconduct
4. Littering or leaving an eating area in disorder
5. Sleeping in class
6. Failure to follow directions or arguing disrespectfully with an adult
7. Lack of preparation for class (materials, missing homework, etc.)
8. Out of class without a completely filled out passport
9. Chewing gum at any time on campus or at a school event (***this includes chewing objects, or giving the appearance of chewing gum or other objects***)
10. Eating food/candy in formation or a school building without permission
11. Abandonment of property spitting (in a place other than a garbage can)
12. Inattention in class
13. Failure to show military courtesy, including the lack of use of a proper salutation (greeting)
14. Minor violation of rules/policies in the Ranger Handbook
15. Possession and/or use of a cell phone, or other electronic device outside of authorized use, including headphone (the device is subject to confiscation and will be returned only to a parent/guardian) Refer to SCOE policy for return of device.

NOTE: This list is not exhaustive and depending of the offense, a Ranger may receive demerits for misconduct not specified above.

Moderately Serious Offenses - Two (2), Three (3) or Four (4) point demerits, at the discretion of the Teacher/Drill Instructor - Demerits will increase with each repeat of the infraction.

1. First 3 tardies or unexcused absences (2pts)
2. Any minor infraction that a student has be disciplined or counseled for. (2-4 pts)
3. Inappropriate language or obscene gestures. *Inappropriate, offensive, and/or obscene language includes such as calling someone "gay" or "retarded" or racist comments.* (2-4 pts)
4. Insubordination or disrespect toward others, including written, physical, verbal, or electronic. *This includes not following directions a second time for the same offense, such as chewing gum in the same teacher's class after a previous warning.* (2-4 pts)
5. Copying another person's homework or in-class assignment other than a quiz or test (2-4 pts)
6. Improper care of school property including uniform and Chromebooks (2-4 pts)
7. Horseplay, including not keeping hands to oneself (2-4 pts)
8. Public displays of affection (2-4pts)
9. Failure/refusal to render appropriate honors to the nation (2-4 pts)
10. Inappropriate conduct during formations, ceremonies, assemblies, or Pass in Reviews (2-4pts)
11. Neglect of duty (3 pts)

12. Withholding the truth (3-4 pts)
13. Out of bounds, including exiting and entering through an unauthorized door or gate (3-4 pts)
14. Selling items for personal profit on campus without permission (4 pts)
15. Disrespect to a guest teacher (4 pts)
16. Failure to attend academic support or detention (4 pts)
17. Extreme uniform violation including defacing any part of uniform including cover (4 pts)
18. Extreme uniform violation, including improper of uniform off campus (4 pts)
19. Third offense of a documented one point demerit or other demerit of (4 pts)
20. Tardies and unexcused absence days 4-6 (4 pts)

NOTE: This list is not exhaustive and depends on the offense. a Ranger may receive demerits for misconduct not specified above.

SERIOUS OFFENSES—Five (5) point demerits; cannot be removed from record. *Most of these could be grounds for suspension. Student may receive 1-5 days in-school- suspension or possible suspension.*

21. Any minor fourth offense of a documented one point demerit code
22. Any moderate third offense of a documented 2-4 pts demerit code
23. Cussing out a staff member
24. Tardies or unexcused absences beyond the 6th day
25. Plagiarism and/or forgery and/or cheating on quizzes or tests (first offense)
26. Lying
27. Significant classroom disruption after warnings or significant disruption at an off-campus school activity
28. Willful disobedience or defiance (***willful is defined as: done deliberately, stubbornly determined to act on a desire, regardless of the advice or directives from others***)
29. Ditching—not being in the assigned classroom but being somewhere else on campus without permission
30. Violation of the Computer Network Use Agreement or recording activities on campus
31. Minor physical altercation and /or minor act of aggression, including “flipping” of backpacks
32. Play fighting, including water fights and food fights
33. Disobedience during a fire drill or other emergency drill
34. Gambling (first offense)
35. Possession of permanent marker/spray paint
36. Cheering on a fight; including but not limited to videoing, photo taking, holding clothes, etc. (first offense)
37. Being a witness to an act of bullying, harassment, or other serious misconduct and not reporting it to an adult

NOTE: This list is not exhaustive and depending on the offense, a Ranger may receive demerits for misconduct not specified above

VERY SERIOUS OFFENSES—TEN (10) POINT DEMERITS; cannot be removed from record

These could be grounds for suspension/removal from the program. 1-5 days in- school suspension or suspension

38. Theft, robbery, extortion or possession of stolen articles (or attempted theft or robbery) including possession of a garrison or flex-fit cap
39. Destruction of school or private property including uniforms and Chromebooks, graffiti/tagging
40. Truancy—off campus without permission

41. Fighting or major physical altercation
42. Forgery (second and subsequent offenses)
43. tampering with the school's attendance/grading system or merit/demerit system
44. Possession, selling, or otherwise providing any weapon or imitation weapon including laser pens
45. Unlawfully possessing, using, selling or otherwise providing alcohol, intoxicants or controlled or illegal substances, including prescribed medication
46. Delivering, providing or selling items which are claimed to be alcohol, intoxicants or controlled or illegal substances, but were not such items
47. Unlawfully possessing, offering, arranging for, or negotiating to sell any drug related items of paraphernalia such as pipes, cigars, bong, papers or any item with drug innuendo (e.g. lighter or phone with marijuana leaf)
48. Possessing, providing, or using tobacco or any item containing tobacco or nicotine products (including but not limited to E-cigarettes and vape pens)
49. Arson or possession of an incendiary device including **matches** or **a lighter**
50. Obscenity, including possession or viewing of pornography, vulgar language, racial slurs, behaviors, or gestures, including by electronic means
51. Extreme disruption of defiance (including recording of inappropriate campus activities for the purpose of posting to the internet)
52. Sexual harassment, harassment or hazing, including by electronic means
53. Hate crimes
54. Assault/battery
55. Gang activity, wearing colors (red or blue), hand signals, whistles and other calls, use of street names, etc
56. Fraternalization (inappropriate relationship between an upper class Ranger and a lower class Ranger)
57. Cheating on a semester exam or exam of similar importance
58. False fire alarm or tampering with school safety/security system, including fire extinguishers
59. Destruction of, tampering with, or stealing a teacher's grade book or a teacher's personal property
60. Bullying, threats, or intimidation of others, including doing so by electronic means
61. Making terrorist threats against school officials, property or both

NOTE: This list is not exhaustive and depending on the offense, a Ranger may receive demerits for misconduct not specified above

ACTIONS LEADING TO DISCIPLINARY PROBATION

10 DEMERIT LEVEL

If a Ranger accumulates 10 demerits the teacher will contact and notify the parent of the demerits,. Parents will be encouraged to meet with the **teacher and drill instructor** to discuss the Ranger's behavior to help improve his/her conduct and possible interventions. A Ranger reaching the 10 demerit level in the first quarter may be subject to a preliminary discipline board hearing.

20 DEMERIT LEVEL

If a Ranger accumulates 20 demerits, the Ranger and parent will meet with the Ranger Success Team (**teacher, drill instructor and counselor**). The team will provide advice and counsel, create a written action plan for the Ranger to avoid future demerits, and select disciplinary probation consequences. The action plan will be signed by

team members, parent and Ranger. When a Ranger accumulates 20 or more demerits in the first semester, he/she may be subject to a preliminary discipline board hearing.

Consequences from the Ranger Success Team will be selected for students on disciplinary probation or strict disciplinary probation includes, but is not limited to:

- 1) be demoted in rank (one step)
- 2) be removed from leadership position
- 3) be restricted from participating in extracurricular activities or field trips
- 4) have a daily and/or weekly progress check form
- 5) attend a weekly counseling session with a Ranger Success Team / Miri Center Counselor

Such probationary terms may be enacted for a period ranging from one quarter to the remainder for the school year. After the probationary period is successfully completed, a Ranger regains the lost privileges but is subject to Strict Disciplinary Probation if he/she accumulates additional demerits.

APPROACHING STRICT DISCIPLINARY PROBATION

25 DEMERIT LEVEL

If a Ranger accumulates 25 or more demerit points, the school will notify parents by mail at the address on file detailing the 25 permanent demerits. ***Parents are encouraged to schedule another meeting with the Ranger Success Team.***

STRICT DISCIPLINARY PROBATION

30 DEMERIT LEVEL

If a Ranger accumulates 30 demerits, the Ranger and his/her parent will appear before the **principal**, or his designee, parent(s), Ranger and others invited by the principal. The principal will review the demerits, provide advice and counsel, create a written action plan for the Ranger to avoid future demerits, and select from a list of strict disciplinary probation consequences. The written copy of the Strict Disciplinary Probation plan will be signed by all present.

PRELIMINARY DISCIPLINE BOARD

35 DEMERIT LEVEL

A Ranger who accumulates 35 or more demerits will have a preliminary discipline board hearing to explain the implications of reaching 40 demerits. The hearing will be conducted by the principal, or his designee, and will include the Student Success Team, an additional certificated staff member, student and parent(s). *Ranger non-commissioned officers and Ranger commissioned officers are subject to demotion and/or removal from leadership positions if they accumulate more than 35 demerits.* A written record of the intervention for 35 point demerit accumulation and Preliminary Discipline Board Hearing will be entered in Aeries.

DISMISSAL AND THE DISCIPLINE BOARD

40+ DEMERIT LEVEL

A Ranger who accumulates 40 or more demerits is subject to immediate recommendation for dismissal. In such cases, a Discipline Board Hearing will be held with at least 3 certificated staff members considering whether to recommend removal from TCA or an alternative to removal is appropriate.

MERITS

Merits are earned by positive behavior, displaying the Ranger Core Values and positive involvement within our school and community. Staff members wanting to award a merit to a Ranger may fill out and turn in a merit award form to the In-School suspension room. It will then be added to the Rangers permanent record. A Ranger may earn up to 10 merits in a semester. Merits will not remove demerits. However, demerits can/will remove merits.

LIST OF MERITS AND POINTS

2 Weeks perfect attendance	1 Merit
Signed official document of community service	1 Merit
Perfect Score on Core Value Test	1 Merit/ Semester
Proper Complete Uniform for a month	1 Merit

Academic Merits earned per Semester

2.5 - 2.9 GPA	1 Merit
3.0 - 3.4 GPA	2 Merit
3.5- 3.9 GPA	3 Merit