

# VIRGINIA RAINBOW



## DISCIPLINARY GUIDELINES

04/2013

## **VIRGINIA RAINBOW DISCIPLINARY GUIDELINES**

The Virginia Rainbow Disciplinary Guidelines have been established as a guide for Advisory Board (“Board”) members elected for each Assembly to follow when addressing disciplinary problems for Active Rainbow Girls that may arise from time to time. Each Board member has agreed to support and uphold the rules set by the Supreme Assembly for the members of the International Order of the Rainbow for Girls. Each Virginia Rainbow Girl has agreed to the same. Consequences shall be administered if a Rainbow Girl violates these rules as stated in the Handbook for Grand Assembly of Virginia and/or the Supreme Assembly Uniform Code of By-Laws (“Rules”).

It is the responsibility and duty of each Board member to render fair and just consequences when warranted. Rainbow is a family and as the adult leaders, each Board member must remember to be compassionate, flexible, and above all, consistent when deciding what consequences should be administered. Once it is known that a Rainbow Girl has violated the Rules or a complaint has been brought to any Board member, there is no choice but to address the situation and consider applicable consequences.

***Consequences will be administered for not following the Rules or any conduct unbecoming a Rainbow Girl, including but not limited to the following:***

1. *Involvement in the use of any illegal or illicit drugs or alcohol;*
2. *Involvement in inappropriate or illicit internet content, images or innuendos;*
3. *Arrest and conviction of a felony;*
4. *Pregnancy, except in the case of a legally proven rape or incest;*
5. *Cohabitation – a choice to live as a mature adult, rather than as a Rainbow Girl; or*
6. *Inappropriate behavior unbecoming a Rainbow Girl.*

### **STEPS TO FOLLOW**

When information is received by any Board member regarding any of the above listed situations involving a Rainbow Girl, they shall immediately notify the Board Chairperson and/or the Mother Advisor. Once the Board Chairperson and Mother Advisor determine that there is sufficient evidence of a valid complaint, the Board Chairperson or the Mother Advisor will then notify the Supreme Inspector/Supreme Deputy of the incident and will keep the Supreme Inspector/Supreme Deputy informed of the progress of the matter. Should the Board Chairperson or Mother Advisor also be the parent, grandparent, legal guardian or family member of the Rainbow Girl, a designee will be appointed from within the Advisory Board to act on their behalf.

The Board Chairperson and Mother Advisor or designees shall draft a letter to the Rainbow Girl and her parents/legal guardian, mailed by delivery-confirmed post as well as scanned and sent via e-mail to all appropriate individuals. A copy of this e-mail will also be sent to the Supreme Inspector/Supreme Deputy. This letter shall notify all parties about an official complaint, described as one or multiples of the six line items listed in the Supreme Guidelines as conduct unbecoming of a Rainbow Girl (“Rules”), and shall request a meeting between the

Rainbow Girl in question, her parents/legal guardian, the Mother Advisor, and Board Chairperson or their designees.

The Board Chairperson and Mother Advisor or their designees will meet with the Rainbow Girl and her parents/legal guardian to discuss her actions and possible consequences of those actions. During this initial meeting, if further action is deemed necessary, the Board Chairperson will call a special Board meeting within seven days of the initial meeting with the Rainbow Girl and her parents/legal guardian. This will not be necessary if the Board's regularly scheduled meeting falls within the seven days.

At the convening of the meeting, there must be a quorum of the Board present before any action can be considered. After opening the meeting, the Board Chairperson will explain the following to all present Board members:

1. The purpose of the meeting;
2. Who will be speaking;
3. Action that the Board may take:
  - a. Probation – temporary observation, any further action may result in suspension;
  - b. Suspension – temporary removal until reinstatement or majority
  - c. Expulsion – removal from membership
4. Process for a vote to determine disciplinary action; and
5. Process for establishing a term for disciplinary action.

Once this has been explained to the Board, if the Rainbow Girl and her parents are present, they will be invited into the meeting. The Board Chairperson and Mother Advisor or their designees will be the first to speak. Next any Board member who has pertinent information to share will speak. Then, if the Rainbow Girl or her parents are present they may speak. They will then leave the meeting room. The Rainbow Girl's parents, grandparent, legal guardians and family members will not be able to attend the Board meeting discussions even though they are Board members if the Rainbow Girl is a family member.

Discussion will then be held among the Board members on the action to be taken and then a vote will be taken. The vote must be approved by those Board members present by a two-thirds majority. The vote is to be by secret ballot. **(Board members must remain open-minded. No personal biases should influence their vote. If this is a problem, then they should abstain from voting.)**

#### **A. PROBATION**

If a vote for probation is determined, the Rainbow Girl remains active and reinstatement is not necessary. A temporary observation period will be imposed and a minimum probation period will be set for six months. The Rainbow Girl will be permitted to attend regular meetings and other official meetings during the probationary period; however, it will be understood that any further inappropriate action will result in suspension or expulsion.

## **B. SUSPENSION**

If a vote to suspend is determined, then a suitable term of suspension must be imposed by the Board. The suspension must begin immediately. The term of the suspension may be a set period of time or until the Rainbow Girl reaches majority. The suspension becomes immediate but may not be permanent if certain conditions are met by the suspended Rainbow Girl. These conditions will be explained under the section on Reinstatement. She will not be allowed to visit regular meetings or other official Rainbow functions during the suspension.

## **C. EXPULSION**

If a vote to expel is determined, the Rainbow Girl will be stricken from the records as an active Rainbow Girl and as a Master of the Grand Cross of Color and will be requested to return the Grand Cross of Color medallion and card, if that award has previously been bestowed. The Supreme Assembly will be notified immediately and the records adjusted accordingly. The Rainbow Girl will not be allowed to visit regular meetings or other official Rainbow functions. Reinstatement to active Rainbow status will not be permitted following expulsion.

The Rainbow Girl and her parents/legal guardian will be advised of the Board's decision at the conclusion of the meeting. They must also be informed that they have the right to appeal the decision of the disciplinary action or the term of the disciplinary action to the Supreme Inspector/Supreme Deputy. If they note their intention to appeal to the Supreme Inspector/Supreme Deputy, then the disciplinary action will be placed on hold until the Supreme Inspector/Supreme Deputy can review the incident. The appeal must be made in writing and must be made within seven days of the imposition of the disciplinary action. A copy must be sent to the Supreme Inspector/Supreme Deputy, the Mother Advisor and the Board Chairperson. If the appeal letters are not received by the end of the allotted time, then the disciplinary action established by the Board will go into effect immediately.

All proceedings of this meeting must be sent to the Supreme Inspector/Supreme Deputy with 72 hours (3 days) of the meeting. All discussions during the special Board meeting are to be kept confidential. Once the appeal letters are received, the Supreme Inspector/Supreme Deputy will render her decision either to uphold or not to uphold the decision of the Board. The Supreme Inspector/Supreme Deputy may elect to schedule a meeting with the Rainbow Girl, her parents/legal guardian, the Mother Advisor and the Board Chairperson or their designees to aid her in her decision. The Supreme Inspector/Supreme Deputy has the authority to impose alternative disciplinary action or impose her own conditions or to overrule a disciplinary action or its term as determined by the Board. The Supreme Inspector/Supreme Deputy will notify the Board Chairperson and Mother Advisor of her decision and the action will take effect immediately.

Other members of Virginia Rainbow must know when a Rainbow Girl is suspended or expelled and is not allowed to visit regular meetings or other official Rainbow functions. The Mother Advisor will inform her home Assembly and the Supreme Inspector/Supreme Deputy will inform the other assemblies through the Mother Advisors and/or Board Chairpersons. This

is not done to further punish the Rainbow Girl, but to inform the Mother Advisors so as not to have the suspended or expelled Rainbow Girl approached to take an active role.

### **ATTENDANCE AT OPEN OR PUBLIC RAINBOW ACTIVITIES**

Should expulsion be imposed for pregnancy, the Rainbow Girl will not be permitted to attend any open meetings or Rainbow activities until at least 6 months after she has had her baby. This would include public installations and other open Assembly activities to which they are invited. Once she is permitted to attend the open meetings and activities, she should be advised that she should not bring the baby with her. This is not done to further punish her. She should be reminded that the Assembly is still there to support her. However, Rainbow cannot appear to support the choice that she made to have premarital sex which resulted in her pregnancy.

### **REINSTATEMENT**

Reinstatement to active Rainbow status is not possible if the expulsion was for conviction of a felony, or pregnancy. Reinstatement for other misconduct may be possible. If the suspended Rainbow Girl wishes to be reinstated, she must notify the Mother Advisor in writing of her intentions. The Mother Advisor will then notify the Board Chairperson and the Supreme Inspector/Supreme Deputy. The Board Chairperson will then call another special Board meeting. The same time constraints apply for this meeting as for the first. At this meeting, the suspended Rainbow Girl will produce information to show that she has taken steps to either get help or to correct the situations that resulted in her suspension. Along with this information the Board will consider the following before voting to reinstate or not to reinstate the suspended Rainbow Girl:

1. Has she maintained a positive attitude through this process;
2. Has she made any condescending or derogatory statements about Rainbow, the Board or any other person involved in her suspension;
3. Will her return to the Assembly be constructive or distracting; and
4. Any other information that the Board may feel is appropriate.

At the conclusion of the discussions, a secret ballot vote will then be taken. A two-thirds vote is necessary to reinstate. Should the vote be not to reinstate, then the suspended Rainbow Girl may appeal to the Supreme Inspector/Supreme Deputy. The appeals process would proceed as detailed for the initial suspension. Remember all discussions during the special Board meeting are to be kept confidential.

### **MAJORITY**

If a Rainbow Girl has been suspended and is not eligible for reinstatement prior to her 20<sup>th</sup> birthday, she may still receive Majority. To receive her Majority, she must have paid her dues to her 20<sup>th</sup> birthday. She must then request to receive her Majority in writing to the Supreme Inspector/Supreme Deputy. The Supreme Inspector/Supreme Deputy may then elect to give the Rainbow Girl her Majority. However, she will not be permitted to receive the Majority Service.

As a Majority member, she would be eligible to work with the Assembly as an adult helper. However, this must be at the discretion of the Board, with the approval from the Supreme Inspector/Supreme Deputy.

### **GRAND CROSS**

Once a Grand Cross has been given to a Rainbow Girl, it cannot be taken away as a result of a suspension. This honor was bestowed upon the Rainbow Girl for her dedication and hard work prior to the incident or incidents which resulted in her suspension.

### **REMINDER**

Be reminded the Supreme Inspector/Supreme Deputy has the final say in what happens in the Grand Jurisdiction. The recommendations above list guidelines in an effort to help deal with one of the most difficult decisions that sometimes must be made. Rainbow is a family. From time to time, family members make mistakes. As the adult Advisors and Leaders, do not forget to combine discipline with compassion.