Progressive Discipline Procedures (2018-2019)

Level 1-Behaviors		Level 2-Behaviors	Level 3-Behaviors	
Tier 1: Schoolwide/Teacher/Classroom Interventions		**Tier 2: Teacher/Grade Level Teams, (MTSS) Building Teams, Administrator or support staff Intervenes (Depending on severity of behavior)**	**Tier 3: Administrator, SRO and/or Law Enforcement Intervenes (Educational Code Violations)**	
Student needs a pencil, pen or paper	Student needs a book, worksheet or assignment	Failure to comply wih adult authority	Fighting	Sexual Harrassment
Interrupting/Talking out of turn	Student does not have assignment or assigned work	Verbal Threats	Dangerous object or weapon, gun and/or knife	Imitation firearm
Talking during class	Talking back to teacher	Sexual Harrassment	Physical Threats	Bullying
Eating in Class	Arriving to class late	Unresponsive to interventions as a result of Tier 1 behaviors*	Physically harming another student	Intent to sell drugs
Chewing Gum	Disrupting the class when entering late	Misbehavior that is a symptom of deeper issues	Under the influence	Possession of drugs, alcohol or paraphernalia
Student not in assigned seat	Laughing/Joking during instruction	Angry and aggressive behavior towards adults and/or peers that is isolated or unrelated to a specific incident.	Lewd sexual act/Sexual Assault	Terroristic or widespread threats of violence
Sleeping in class	Student out of seat without permission		In possession of stolen property	Assault with a deadly weapon
Off Task	Dancing during class time			
Laughing/Joking Inappropriately	Horseplaying			
Unauthorized use of cell phone	Showing pictures on cell phone			
Teacher Responsibilities: *Teacher must have utilized and documented at least 3 intervention strategies before referring student to the office. Parent contacts/interactions/meetings should be documented in Infinite Campus.		**Teacher/Grade Level Teams, (MTSS) Building Teams, Administrator or Support Staff Responsibilities:**	**Administrator, SRO and/or Law Enforcement Responsibilities:**	
Teacher will focus on building community in the classroom. Teachers should have rules, consequences, and incentives posted and visible for students to refer to as needed. Teachers will review expectations and community values weekly (Mondays-first 10 minutes of class and Fridays-last 15 minutes of class).		Administration will focus on providing additional school site or community resources. Administration will work with teachers to gather more information regarding student's academic, behavior, overall well-being in the classroom. Administration will notify and remain in contact with parent/guardian.	Administration will focus on providing additional school site, community resources or alternative educational placement. Administration will work with teachers to gather more information regarding student's academic, behavior, overall well-being in the classroom. Administration will notify and remain in contact with parent/guardian.	
1. Verbal Warning-Teacher identifies and addresses inappropriate behavior.		1. Administration will conference with the student to help them understand their behavior as well as positive alternatives upon returning to class. Conference may include a Repairing Harm Circle.	1. Administration will identify participants and interview witnesses (staff and students). Administrator will conduct an informal student conference. Conference may include a Repairing Harm Circle.	
2. Reference/redirect to classroom rules, community values, procedures and/or agreements (May include seat change, quick conference, lunch or after school discussion)		2. Parents will be contacted after student has meet with admininstrator, teacher/grade level team and/or support staff if parent is not present.	2. Administrator will investigate incident, interview, and gather written witness statements from all witnesses. Statements should be signed, witnessed, and dated.	
3. Department Deescalation Strategies/Classroom Circles to address issues globally and improve community		3. In some cases, a student may be asked to return to class, apologize, and/or conference with teacher.	3. Administrator will notify SRO, law enforcement and SSS department when necessary.	
4. Initial Parent/Guardian Contact. (phone message, text or email). Document in Infinite Campus (PLP)		4. Administrator will touch base with teacher and inform them of conference outcome and teacher expectations including the creation of a behavioral plan.	4. Administrator will notify parent and notify of investigation and potential allegations against student.	
5. Secondary Parent/Guardian Contact (phone conversation, informal conversation, parent notification of detention). Document in Infinite Campus.		5. Conference and outcome will be documented in Infinite Campus.	5. Administrator will document all conversations related to the investigation.	
6. Administrator, counselor or support staff conference with student. Document in Infinite Campus (PLP)		6. Student will be assigned detention if appropriate to misbehavior.	6. Administrator may organize a Repairing Harm Circle to resolve conflict or issue. Parent will be notified and invited to attend.	
7. Tertiary Parent/Guardian Contact (parent conference -may include administrator, counselor or support staff). A behavioral contract may be established during or before this meeting. Document in Infinite Campus (PLP)		7. Student will be assigned class suspension if appropriate to misbehavior.	7. Student will participate in restorative justice or re-entry circle before returning to campus. .	
8. Behavioral Expectation Plan in consultation with parent/student. BEP must include a parent/student meeting and signatures. Document in Infinite Campus (PLP)		8. Student will participate in a restorative justice circle to repair harm if appropriate.		
9. Recommendation for Class Suspension-Teacher must have a BEP in place to suspend student. Teacher must provide work for student to complete during class suspension. Document incident and parent notification in Infinite Campus (Behaviorial MGMT - Follow Behaviorial MGMT CheatSheet)		9. Administrator will convene Building Team/MTSS.		