

Each teacher/team will develop a **classroom discipline plan**. This plan will consist of the following parts.

Classroom expectations/rules

Consequences

Rewards

Category I Behaviors

Unruly conduct, disorderly conduct, profanity and/or obscenity toward students,

Warning

Time out

Extended Time Out- Notify Parents (Length of time determined by teacher).

Detention Assigned

Detention Defined

Individual teachers or teams will determine the nature of the detention. Detentions can be assigned for additional reasons at the teachers/teams discretion. Parents will be given 24 hours notice if a detention is to be served. It is the parent's responsibility to pick up the student from detention unless prior arrangements have been made in writing and are approved by the supervising teacher.

Category II Behaviors

Student behavior which may lead to attending A2S:

Fighting, profanity and/or obscenity toward staff, stealing, violent disorderly conduct, defacement of property, destruction of property, breaking and entering, sexual misconduct and sexual harassment.

Office Referral Defined (A typed entry in PowerSchool noting the student's behavior and prior actions taken by the teacher).

Category III Behaviors

Student behaviors which lead to mandatory A2S with recommendation for A2E.

Alcohol and drugs, physical assault, dangerous weapons, false fire alarm or bomb report (tampering with fire alarm system) sexual assault, robbery, extortion, starting a fire, fireworks/explosives, police charges.

PowerSchool Referral

Parent contact with an administrator for automatic recommendation for A2E.

Chronic Behavior Problems

Students with chronic behavior problems in the areas of classroom expectations and Category I offenses will have it documented in PowerSchool log entries. After a student has received 5 log entries, the teacher may need to meet with the team

regarding the students' behavior. The teacher may also complete a mental health referral regarding the behavior of the student. A PowerSchool discipline entry may be written if a solution can not be reached.

If the student received 10 log entries, a behavior plan must be written. The teacher, student, parent/guardian and psychologist must be involved in the planning.

Administrative Referrals

Students sent to the discipline center must have an entry in PowerSchool. This entry must be completed with all student actions as well as steps that the teacher has taken to alleviate the misbehaviors.

The administrator will address referrals in a **timely fashion**. The teacher will then be notified any action through the daily discipline bulletin or through PowerSchool information.

Discipline Records/Referrals

Discipline records are to be maintained on all cases of detention, A2S and A2E.

A student without a PowerSchool entry will be sent back to the classroom.

Lead Teachers and Team Leaders will be asked to assist in talking with team members and facilitating behavior action plans to reduce high numbers of referrals.

The IAT recommendations will be elicited.

Remember legal challenges cannot be defended without good documentation.

Due Process

Procedural due process by law is only required in cases of suspension or expulsion. The same process is required for A2S or A2E.

Please make sure that you practice procedural due process in all discipline cases.

This means that all children should know what they are being accused and have the opportunity to respond to the charges.

See Board Policy

Procedural due process requires prior knowledge (posted discipline code)
Notice of their offense (accusation) and the opportunity to respond.

It does require the notification of parents. If there is a discrepancy between the accusation and the child's response, the administrator or teacher should check further by privately interviewing the witness.

Once the administrator or teacher is satisfied they know the "truth." They may proceed to execute judgment or punishment if it is deserved.

