

LEVEL I VIOLATIONS

The following guidelines are in place to provide staff with direction in classroom management expectations PRIOR TO administrative intervention. These are the minimum requirements which must be enhanced by classroom consequences overseen by the individual teacher. A referral to the office, for these offenses, is to be made only after the classroom teacher has exhausted all avenues available to them, including documented parental contact and input. Shaded areas are MINIMUM actions to be taken by the teacher. These consequences along with the expected consequences based on class rules must be documented. .

| INFRACTION | 1ST OFFENSE | 2ND OFFENSE | 3RD OFFENSE | 4TH OFFENSE | 5TH OFFENSE |
|---|---|---|--|--|--|
| Excessive Talking/Disruption | Teacher/Student Conference Seating Change | Parent Phone Call Teacher/Student Conference | Parent Conference | Referral Lunch Detention or P.R.I.D.E. (3) | Referral P.R.I.D.E. (6) |
| Failure to Comply with General Classroom Rules | Teacher/Student Conference Seating Change | Parent Phone Call Teacher/Student Conference | Parent Conference | Referral Lunch Detention or P.R.I.D.E. (3) | Referral P.R.I.D.E. (6) |
| Unprepared for class (Homework/Supplies, etc..) | Teacher/Student Conference Seating Change | Parent Phone Call Teacher/Student Conference | Parent Conference | Referral Lunch Detention or P.R.I.D.E. (3) | Referral P.R.I.D.E. (6) |
| Cheating/Academic Misconduct | Teacher/Student Conference Parent Phone Call | Parent Conference | Referral P.R.I.D.E. (3) | Referral P.R.I.D.E. (6) | Referral OSS |
| Public Display of Affection | Teacher/Student Conference Parent Contact | Parent Conference | Referral Lunch Detention or P.R.I.D.E. (3) | Referral or P.R.I.D.E. (6) | Referral OSS |
| Leaving Class/Lengthy Absence from Class Period | Teacher/Student Conference | Parent Phone Call | Parent Conference | Referral or P.R.I.D.E. (3) | Referral P.R.I.D.E. (6) |
| Tardy to Class | Teacher/Student Conference | Parent Phone Call | Parent Conference | Referral or P.R.I.D.E. (3) | Referral P.R.I.D.E. (6) |
| Dress Code Violation | Referral Dress Code Shirt Parent Contact | Referral Dress Code Shirt Parent Contact | Referral P.R.I.D.E. (3) Appropriate Change of Clothes | Referral P.R.I.D.E. (6) Appropriate Change of Clothes | Referral OSS Appropriate Change of Clothes |
| Caps/Hats Worn Indoors | Principal keeps to the end of the day. Student picks up. | Principal keeps to the end of the day. Student picks up. | Principal keeps to the end of the day. Parent picks up. | Principal keeps to the end of the day. Parent picks up. Lunch Detention. | P.R.I.D.E. (3) Students gets hat/cap afterwards. |
| Cell Phones, IPODs,, other electronic devices | Teacher brings device to principal Verbal Warning Teacher contacts parent | Teacher brings device to principal. Teacher contacts Parent Parent may pick up device | Teacher brings device to principal. Parent Contact Parent may pick up device P.R.I.D.E. (3) | Teacher brings device to principal. Parent Contact Parent may pick up device P.R.I.D.E. (6) | Teacher brings device to principal. Parent Contact Parent may pick up device or OSS |
| Use of Profanity (Offensive Language) | Teacher/Student Conference Parent Contact Notify Principal of Occurrence | Referral Parent Contact or P.R.I.D.E. (3) | Referral Parent Conference One Day OSS or P.R.I.D.E. (6) | Referral Parent Conference Four Days OSS | Referral Parent Conference Eight Days OSS |
| Bus Violations (Non-Threatening) | Verbal Warning From Driver | Referral to Principal Parent Phone Call | Referral Parent Conference Loss of Bus Privileges – One Day or P.R.I.D.E. (3) | Referral Loss of Bus Privileges – Two Days or P.R.I.D.E. (6) | Referral Loss of Bus Privileges –or OSS |

LEVEL II VIOLATIONS

The following guidelines are in place to provide direction regarding those types of violations that lead to immediate referral and administrative intervention. These are the minimum consequences that may be issued to a student upon a referral when sent to the office for the indicated offenses. Upon referral, the teacher may be asked for follow-up information/documentation, within the school day or next school day. . (These are minimum consequences to be assigned by the administrator. Depending on severity, the administration reserves right to administer a harsher consequence than listed for a given offense. These are minimums)

| INFRACTION | 1ST OFFENSE | 2ND OFFENSE | 3RD OFFENSE | 4TH OFFENSE | 5TH OFFENSE |
|---|--|--|--|---|---|
| Failure to Serve Detention | P.R.I.D.E. (3) Parent Contact | Eight Hrs. P.R.I.D.E. (6) Parent Contact | One Days OSS Parent Conference | Two Days OSS Parent Conference | Four Days OSS Parent Conference |
| Leaving School without Permission "Ditching" | P.R.I.D.E. (3) Parent Contact | P.R.I.D.E. (6) Parent Conference | Two Days OSS Parent Conference | Referral to JPO for attendance/truancy issues | |
| Defiance (willful disobedience) towards staff | One Day OSS or P.R.I.D.E. (3) Parent Conference | Two Days OSS Parent Conference | Four Days OSS Parent Conference | Ten Days OSS Parent Conference Possible Long-Term Suspension or Expulsion Possible Hearing | Long-Term Suspension or Expulsion Hearing |
| Bullying Harassment Intimidation | One Day OSS or P.R.I.D.E. (3) Parent Conference | Two Days OSS or P.R.I.D.E. (6) Parent Conference | Four Days OSS Parent Conference | Six Days OSS Parent Conference | Ten Days OSS Parent Conference |
| Tobacco Possession or Use | Lunch Detention Parent Conference | One Day OSS or P.R.I.D.E. (3) Parent Conference | Two Days OSS or P.R.I.D.E. (6) Parent Conference | Three Days OSS Parent Conference | Ten Days OSS Parent Conference Possible Long-Term Suspension or Expulsion Possible Hearing |
| Fighting Causing a Fight | One Day OSS or P.R.I.D.E. (6) Parent Conference | Two Days OSS Parent Conference | Four Days OSS Parent Conference | Eight Days OSS Parent Conference Possible Long-Term Suspension or Expulsion Possible Hearing | Long-Term Suspension or Expulsion Hearing |
| Verbal Abuse (Profane language) towards school official | One Day OSS Parent Conference | Two Days OSS Parent Conference | Four Days OSS Parent Conference | Eight Days OSS Parent Conference Possible Long-Term Suspension or Expulsion Possible Hearing | Long-Term Suspension or Expulsion Hearing |
| Damage to Property (Minor) | One Day OSS or P.R.I.D.E. (3) Parent Contact Restitution or Suitable Arrangement for Payment | Two Days OSS Parent Conference Restitution or Suitable Arrangement for Payment | Four Days OSS Parent Conference Restitution or Suitable Arrangement for Payment | Eight Days OSS Parent Contact Restitution or Suitable Arrangement for Payment | Long-Term Suspension or Expulsion Hearing |
| Vandalism (Malicious Defacing/Damaging school or personal property) | Eight Days OSS Restitution or suitable payment arrangement Parent Conference Law Enforcement Notification | Eight Days OSS Restitution or suitable payment arrangement Parent Conference Law Enforcement Notification | Long-Term Suspension or Expulsion Hearing | | |
| Tampering with Security and Fire-Alarm Systems | One Day OSS or P.R.I.D.E. (3) Parent Conference | Four Days OSS Parent Conference | Eight Days OSS Parent Conference Law Enforcement Notification | Long-Term Suspension or Expulsion Hearing | |
| Reckless Behavior/Endangerment to Self and/or others | One Day OSS or P.R.I.D.E. (3) Parent Conference | Two Days OSS Parent Conference | Four Days OSS Parent Conference | Eight Days OSS Parent Conference | Eight Days OSS Consideration of Long-Term Suspension or Expulsion |

LEVEL III VIOLATIONS

The following infractions result in immediate consideration for long-term suspension or expulsion from school. Students committing these offenses will be afforded a hearing opportunity of desired by the parent/guardian.

| INFRACTION | 1 ST OFFENSE | 2 ND OFFENSE | 3 RD OFFENSE | 4 TH OFFENSE | 5 TH OFFENSE |
|---|--|---|-------------------------|-------------------------|-------------------------|
| Assault/Battery on a School Employee | Eight Days OSS Law Enforcement Notification Recommendation for Long-Term Suspension or Expulsion | If Student Receives Long-Term Suspension and returns during the same school year and commits an additional offense, automatic 8-day suspension and recommendation for expulsion will occur. | | | |
| Possession/Distribution/Under the Influence of Controlled Substance | Eight Days OSS Law Enforcement Notification Recommendation for Long-Term Suspension or Expulsion | If Student Receives Long-Term Suspension and returns during the same school year and commits an additional offense, automatic 8-day suspension and recommendation for expulsion will occur. | | | |
| Possession/Distribution/Under the Influence of Illegal Substance | Eight Days OSS Law Enforcement Notification Recommendation for Long-Term Suspension or Expulsion | If Student Receives Long-Term Suspension and returns during the same school year and commits an additional offense, automatic 8-day suspension and recommendation for expulsion will occur. | | | |
| Possession/Use of Firearm or Deadly Weapon | Eight Days OSS Law Enforcement Recommendation for Long-Term Suspension or Expulsion | If Student Receives Long-Term Suspension and returns during the same school year and commits an additional offense, automatic 8-day suspension and recommendation for expulsion will occur. | | | |