

## DISCIPLINE DEFINITIONS & CONSEQUENCES

(Universal Team 6/18/12)

**Minor Level = Classroom Managed** – Refer to office only for repeated inappropriate behaviors that are not responding to teacher interventions and redirections. Three repeated minors should become a major referral that is sent as an office disciplinary referral (ODR).

**Major Level = Office Disciplinary Referral (ODR)** - Send an on-line ODR to the office. Send the student to the office also if they are disrupting the academic environment. Notify the main office immediately if the student's behavior is a safety concern.

BEHAVIOR	MINOR-LEVEL (classroom managed)	MAJOR-LEVEL (office managed)	TYPICAL CONSEQUENCES FOR MAJOR-LEVEL
<b>Alcohol/ Drugs</b> (Refer to School District Policies JFCH- Student Substance Abuse, JHC - Health Policy and JLCD- Administering Medication to Students)	No minor level	<p>The use, possession, sale, or distribution of alcohol, other drugs, drug paraphernalia or any object utilized as drug paraphernalia on school property or at any school-sponsored function.</p> <p>Abuse of any medication or drug, including substances used as inhalants or used to cause mind or body altering effects.</p> <p>Over the counter and/or prescribed medicine <u>must</u> be registered with the school nurse who will establish a protocol for dispensing (see policy JFCH and JHC).</p>	Refer to the consequences outlined in the school district policies JFCH and JHC. These can be found in the appendix or on the district website. They range from educational interventions to expulsion and contain additional stipulations for re-entry.
<b>Arson</b>	No minor level	Student plans and/or participates in the burning of property or persons.	OSS and police notification
<b>Bomb Threat/ False Alarm</b>	No minor level	Student plans, participates, or delivers a message of possible explosive materials being on campus, near campus, and/or pending explosion.	OSS and police notification
<b>Cheating/ Plagiarism</b> (Refer to Student Guide To Cheating & Plagiarism in this handbook)	Using someone else's words, work, and/or ideas and claiming them as your own. The teacher will judge whether this is to be classroom-managed or referred to the Academic Standards Committee and listed as a major referral. Determining factors may include: the type of assignment, directives, group work or not, number of prior offenses, etc.	Using someone else's words, work, test answers, and/or ideas and claiming them as your own.	Refer to Student Guide To Cheating & Plagiarism in this handbook
<b>Combustibles</b> (Use and/or possession)	No minor level	Student is in possession/use of substances/objects readily capable of causing bodily harm and/or property damage (matches, lighters, firecrackers, gasoline, lighter fluid).	Consequences range from detention to OSS depending on level of involvement and details of offense. Possible police notification.
<b>Cut class</b> (all or partial)	Student leaves class with permission but for an unreasonable amount of time.	Student repeatedly leaves class with permission but for an unreasonable amount of time or does not return OR student is absent from an entire class without permission OR student does not report to class and is found by staff and escorted to class for the remainder of the block.	Detention

BEHAVIOR	MINOR-LEVEL (classroom managed)	MAJOR-LEVEL (office managed)	TYPICAL CONSEQUENCES FOR MAJOR-LEVEL
<b>Cut teacher detention</b>	No minor level	Student does not report to teacher-assigned detention.	Detention (administrative)
<b>Defiance/ Disrespect/ Non-Compliance</b>	Student engages in brief or low-intensity failure to respond to reasonable requests, talking back, and/or delivering socially rude interactions.	Student refuses to respond appropriately to reasonable requests, talks back, and/or engages in socially rude interactions OR repeated violations of the minor-level behavior.	Consequences range from detention to OSS depending on level of involvement and details of offense.
<b>Disruption</b>	Student engages in brief or low intensity behavior that causes an interruption in the educational process or the normal routine.	Student engages in purposeful or persistent behavior that significantly interrupts the educational process or the normal routine OR repeated violations of the minor-level behavior.	Detention
<b>Dress code</b> (Refer to School District Policy JFCA - Student Dress Code)	Student wears clothing that is not within the dress code, but makes immediate alterations to become compliant upon request.	Student wears clothing that is not within the dress code and cannot or will not alter to meet compliance with the dress code OR repeated violations of the minor-level behavior.	Detention
<b>Electronics</b> (Refer to KHS Expectations for Use of Personal Electronics and School District policy EGA-Student Internet and Network Access and CN- <a href="#">Internet/ Information Technology Access</a> )	Student uses personal electronics during class time without teacher permission or outside of the guidelines provided by the teacher (ex. when, where, how long, intended purpose of use, volume level)	Repeated violations of minor-level behavior OR student uses personal electronics in an unsafe or inappropriate manner OR student engages in photograph, video or recording of members of the school community without prior administrative permission OR student violates the district internet and network access policies.	Consequences range from education to OSS depending on details.
<b>Forgery/ Dishonesty</b>	No minor for forgery. Student delivers a message that is untrue.	A student signs a person's name without that person's permission. A student knowingly delivers a message that is untrue or intentionally misleading. A student misrepresents himself/herself.	Detention or ISS depending on details.
<b>Gang affiliation display</b>	No minor level	Student uses gestures, dress, and/or speech to display affiliation with a gang.	Consequences range from education to OSS depending on the details.
<b>Harassment/ Bullying/ Hazing</b> (Refer to School District policies ACAB-Harassment, JICK-Pupil Safety and Violence Prevention and JICFA-Hazing)  *Reports of hazing should be forwarded to the Vice Principal.	No minor level	<b>Harassment</b> -Student delivers sustained or intense disrespectful, unsolicited messages to another person that may include threats, intimidation, obscenities, negative comments based on race, religion, gender, age, ethnicity, disabilities, sexual orientation or other personal matters.  <b>Bullying</b> -A student commits a single significant incident or a pattern of incidents involving a written, verbal, or electronic communication, or a physical act or gesture, or any combination thereof, directed at another pupil which causes physical harm, property damage, emotional distress, interference with education, a hostile educational environment or substantially disrupts the orderly operation of the school.  <b>Hazing</b> - insults, taunts, challenges or behaviors, whether verbal or physical in nature, which are likely to intimidate students, negatively influence student participation or otherwise control student access to sanctioned activities.	Consequences range from education to OSS depending on the details. Possible police involvement.

<b>BEHAVIOR</b>	<b>MINOR-LEVEL (classroom managed)</b>	<b>MAJOR-LEVEL (office managed)</b>	<b>TYPICAL CONSEQUENCES FOR MAJOR-LEVEL</b>
<b>Harassment/ Sexual</b> (Refer to School District policy JBAA- Sexual Harassment and Violence)  *Reports should be brought to the guidance director, Mrs. Murphy.	No minor level	Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature.	Consequences range from education to OSS depending on the details.
<b>Inappropriate displays of affection</b>	Student engages in brief consensual physical contact or gestures of a sexual nature. The act most often offends others or makes them feel uncomfortable.	Student repeatedly engages in brief consensual physical contact or gestures of a sexual nature OR a single incident of prolonged consensual contact of a sexual nature. The act most often offends others or makes them feel uncomfortable.	Consequences range from detention to OSS depending on the details.
<b>Inappropriate language</b>	Student engages in low-intensity non-direct instance of inappropriate language or offensive gesture.	Student directs inappropriate or profane language at another, especially if used aggressively OR repeated violations of the minor-level behavior.	Consequences range from detention (for repeated minor-level behavior) to OSS depending on details.
<b>Inappropriate location</b>	No minor level	Student is in an area without proper permission	Consequences range from detention to ISS depending on the details.
<b>Late to class</b>	Student arrives late to class after the bell without a pass.	Student repeatedly arrives late to class (3 times or more) without a pass.	Detention
<b>Left class without permission</b>	No minor level	Student leaves a class without staff member's verbal permission, a pass and/or properly signing out.	Detention
<b>Other</b> (administration reserves the right to address any behavior that causes disruption in the academic environment, interferes with the smooth functioning of the building or poses a threat to the safety, well-being and rights of others in the school community)	Student engages in a problem behavior not listed	Student engages in a problem behavior not listed	Consequence ranges from education to OSS depending on details.
<b>Physical contact</b>	Student engages in low-intensity mutual horseplay or inappropriate physical contact with another person (such as kicking, hitting, pushing or play).	Student engages in a single significant incidence of mutual horseplay or inappropriate physical contact with another person (such as kicking, hitting, pushing or play) OR repeated violations of minor-level behavior.	Consequence ranges from education to OSS depending on details.
<b>Physical aggression</b> (Refer to School District Policy JFCI – Assault Policy)	No minor level	Student displays serious physical behavior with malicious intent where injury or damage may or does occur (such as hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.).	OSS and possible police involvement
<b>Property misuse or damage/ Vandalism</b>	Student uses property for a purpose other than it's intended use or in violation of adult directives OR Student unintentionally damages, disfigures or destroys property (request for restitution may be managed by the discipline or main office)	Student deliberately damages, disfigures or destroys property OR repeated violations of the minor-level behavior.	Consequences range from detention to OSS depending on details. Restitution will be sought. Police will be notified.

<b>BEHAVIOR</b>	<b>MINOR-LEVEL (classroom managed)</b>	<b>MAJOR-LEVEL (office managed)</b>	<b>TYPICAL CONSEQUENCES FOR MAJOR-LEVEL</b>
<b>Provoking a conflict</b>	No minor level	Student employs mannerisms or language which conveys a challenge to fight.	Consequences range from education to OSS depending on the details.
<b>Theft</b>	No minor level	Student is in possession of, has passed on, or is responsible for removing another person's property without the owner's permission.	OSS and police notification
<b>Tobacco</b> (Refer to School District policy ADC – Tobacco Products Ban)	No minor level	Student possesses or uses a tobacco product on school property or at a school-sponsored event.	Consequences range from loss of bus privilege to ISS to OSS depending on details. Police will be notified.
<b>Truancy</b>	No minor level	Student is intentionally absent from school without valid permission. from parent/guardian.	ISS and potential police notification. May also involve legal action or referral to outside services.
<b>Weapons</b> (Refer to School District policy JFCJ-Dangerous Instruments and Weapons)	No minor level	Student possesses, on school property, a dangerous instrument, firearm, dangerous chemical, explosive device, or weapon (an instrument capable of inflicting bodily harm). Dangerous instruments are defined as items or implements which under the circumstances in which such instruments are used, attempted to be used, threatened to be used are readily capable of inflicting bodily harm or threat of same. This applies to the student's motor vehicle as well.	Suspension for one year and police notification.  Note: Superintendent has the authority to modify this on a case by case basis upon review of information.