

## **Behavioral Consequences Progressive Discipline Guide**

### **Introduction**

The goal of the Behavioral Consequences Progressive Discipline Guide is to provide a framework for students to learn how to interact successfully within our learning community and the wider community. This guide helps students and adults in our school understand common expectations, reflect on core values, and stay focused on learning. It aims to make students aware of their responsibility for their own behavior, encouraging them to make good choices and understand the consequences, whether positive or negative.

Members of the Hamilton learning community, including students, staff, parents/guardians, and community members, are essential in creating and maintaining a positive learning environment. We support academic and behavioral growth through a Multi-Tiered System of Support (MTSS). It is understood that:

- The school environment must be physically, socially, and emotionally safe for everyone.
- We prioritize a Positive Behavior and Interventions System (PBIS) to teach and reinforce our school rules and expectations.
- The Behavioral Consequences Progressive Discipline Guide is a framework designed to facilitate teaching and learning by establishing clear, consistent expectations and developmentally appropriate consequences.
- Conflicts will be handled with respect for the rights of all involved.

This document serves as guidance for Hamilton teachers, support staff, and administrators. Its layout and categorizations assist staff in planning and responding to student behaviors that impact learning. Additionally, it has been developed with the Hamilton community members, families, and students in mind. Community members, families, and students are encouraged to explore the document to understand the methodology applied when planning and responding to student behaviors.

Any behavior that disrupts the learning environment or causes harm to self or others can be categorized within the Behavioral Consequences Progressive Discipline Guide. The “Student Behavior Category” is found in the left-hand column and is quantified using three categories based on the frequency and intensity of the behavior. Lower infractions and first offenses start on the left side of the scale/continuum. As a student’s behavior increases in frequency and intensity, the response in terms of intervention and restrictive outcomes also increases. This approach reduces bias, improves perspective-taking, and focuses on resolutions that strengthen relationships.

Hamilton does not expect school personnel to allow a student to remain in the classroom if the student’s presence poses a risk of harm to persons or property or significantly disrupts the educational environment. Hamilton’s approach to student discipline aims to help students learn good behavior and understand their responsibility for their actions. School staff want students to recognize how their behavior impacts others as well as themselves. An ongoing, universal approach to teaching and reviewing expectations in the classroom will guide students in the continual development of self-regulating skills.

## Behavior Response Categories

**Classroom Managed:** These involve minor infractions that are addressed directly in the classroom by teacher, paraprofessional, or other personnel.

- Responsibility: Managed primarily by the teacher and student.
- Communication: Inform the administrator / parent, as necessary.
- Description: These are the least serious infractions that interfere with the orderly operation of the classroom, a school function, extracurricular/co-curricular program, or approved transportation.

**Minor:** These require support from resources and people outside the classroom and are documented in Infinite Campus.

- Responsibility: Managed by the teacher, support staff, or administrator depending on the frequency, time, location and severity.
- Communication: Teacher and/or administrator required to communicate with the student's parent/guardian.
- Description: These actions are chronic examples of infractions from the Classroom Managed Category, are more intense in nature, or demonstrate a lack of response to interventions. Minor acts are directed against or toward people or property but do not seriously endanger the health or safety of others.

**Major:** These are more serious infractions that are documented in Infinite Campus and are addressed by a school administrator and/or a district administrator.

- Responsibility: Managed by an administrator.
- Communication: Teacher and administrator in collaboration required to communicate with the student's parent/guardian.
- Description: These infractions are serious offenses that potentially jeopardize the health and/or safety of oneself or others. They include repeated misconduct from the Minor Category, serious disruptions of school order, threats to the health, safety, and property of others, and other acts of serious misconduct.

Additionally, school personnel may involve the Hamilton School Resource Officer during the process of addressing some behavior issues, whether they are minor or major.

## Responses and Interventions

For violations, school personnel are expected to respond to the behavior by:

- Reteaching positive expectations
- Having an individual student conference to discuss the behavior.
- Communication with a parent or guardian once development of a pattern occurs.
- Child Assistant Team Meeting with appropriate staff.

Additional interventions that may be used in the classroom to address unwanted behaviors include the following:

- Making amends
- Mediation
- Nonverbal classroom management strategies
- Providing a reflective activity
- Sensory Tools and Strategies (seating options, fidgets, timers, etc.)

If school personnel deem an office referral is warranted because a classroom situation has escalated, administration expects that the individual who made the referral will be able to explain, upon an administration's request, (1) what classroom interventions were implemented before the office referral was made; (2) why it was determined that additional classroom interventions would not be successful; and (3) the specific basis for why school personnel believed an office referral was necessary.

**Progressive disciplinary consequences include but are not limited to the following:**

- Conference with student
- Contact parent / guardian
- Restitution / repair / mediation
- Loss of privileges
- Detention (before school, lunch, recess, after school)
- In-school suspension
- Suspension: Up to a 5-day out-of-school suspension with consideration for a recommendation for a pre-expulsion meeting to determine next steps.
- Referral to District Threat Assessment Team
- Law Enforcement Consultation: Some major acts may result in consultation with law enforcement.
- Expulsion: If a student commits an offense serious enough to warrant expulsion, parents/guardians will be referred to School Board Policy 446.4. Expulsion means removal from school for an extended period, possibly until the age of 21, with the loss of rights and privileges of attending class and other school functions by School Board action.

**Note: Students with Individualized Education Programs (IEPs), Behavioral Intervention Plans (BIPs), and 504 Plans may have personalized plans that supplement this guidance. Consult your school's administrator for more information.**

**Administrative Discretion: All disciplinary actions are subject to administrative discretion and are based on developmentally appropriate and evidence-based practices. Actions that occur off school grounds may be subject to school discipline if they cause a disruption or impact the learning environment. A non-exhaustive list of Board policies is included for reference.**

## Hamilton's Behavioral Consequences

| Behaviors                                                                                                       | Classroom Managed<br>Primarily teacher managed; may include parent communication, if necessary                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Minor<br>Teacher, support staff, or administrator managed; parent communication is required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Major<br>Administrator managed; parent communication is required                |
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| <b>Academic Misconduct</b><br><br><a href="#">Board Policy 443.9</a><br><br><a href="#">Board Policy 443.91</a> | <p><b>Cheating/plagiarism:</b> Willful or deliberate unauthorized use of the work of another person(s) for academic purposes, or <b>unauthorized</b> use of notes, Artificial Intelligence, or other material in the completion of a <b>formative or practice activity</b>.</p> <p><b>Lying:</b> Intentionally providing false or misleading information to or withholding valid information from a school employee.</p> <p><i>*In addition to disciplinary responses, the student may receive no credit for the work submitted or will be required to complete the assigned work.</i></p> | <p><i>(Repeated or more serious offenses of any of the classroom managed behaviors)</i></p> <p><b>Cheating/plagiarism:</b> Willful or deliberate unauthorized use of the work of another person(s) for academic purposes, or <b>unauthorized</b> use of notes, Artificial Intelligence, or other material in the completion of a <b>summative product, project, exam, paper</b>.</p> <p>Distributing academic materials or other information to students, either hand to hand or through the use of technology, to facilitate cheating or plagiarism.</p> <p><b>Forgery:</b> The making of a false or misleading written communication to a school staff member with either the intent to deceive the staff member or under circumstances which would be reasonably calculated to deceive the staff member.</p> <p><i>*In addition to disciplinary responses, the student may receive no credit for the work submitted or will</i></p> | <p><i>(Repeated or more serious offenses of any of the minor behaviors)</i></p> |

| Behaviors                                                              | Classroom Managed<br>Primarily teacher managed; may include parent communication, if necessary                                                | Minor<br>Teacher, support staff, or administrator managed; parent communication is required                                                   | Major<br>Administrator managed; parent communication is required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
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|                                                                        |                                                                                                                                               | <i>be required to complete the assigned work.</i>                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <p><b>Alcohol</b></p> <p><a href="#"><u>Board Policy 443.4</u></a></p> | <p>All instances should be formally documented and referred to administration (i.e., major behavior slip, IC behavior referral, or email)</p> | <p>All instances should be formally documented and referred to administration (i.e., major behavior slip, IC behavior referral, or email)</p> | <p><b>Use / Possession:</b><br/>Possession and/or being under the influence of any substance containing alcohol or other intoxicants.</p> <p><b>Distribution:</b><br/>Distribution of any form of a substance containing alcohol.</p> <p>Repeated use and distribution of any substance containing alcohol.</p> <p>Refusal to submit to a breath test is considered an admittance of guilt.</p> <p><b>**If a student voluntarily reports being under the influence or surrenders possession of alcohol, this will fall under “Self Referral” of Activities and Athletic Code.</b></p> <p><b>Note: Law enforcement may be involved at administrator’s discretion.</b></p> |

| Behaviors                                                                                                                                                                                                                                                                                                 | Classroom Managed<br>Primarily teacher managed; may include parent communication, if necessary                                                | Minor<br>Teacher, support staff, or administrator managed; parent communication is required                                                                                            | Major<br>Administrator managed; parent communication is required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
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| <p><b>Bullying</b></p> <p><a href="#">Board Policy 411.3</a></p> <p><a href="#">Board Policy 365.1</a></p> <p><a href="https://dpi.wi.gov/sites/default/files/imce/sspw/pdf/Bullying_Prevention_Toolkit.pdf">https://dpi.wi.gov/sites/default/files/imce/sspw/pdf/Bullying_Prevention_Toolkit.pdf</a></p> | <p>All instances should be formally documented and referred to administration (i.e., major behavior slip, IC behavior referral, or email)</p> | <p>A series of minor incidents may escalate to a major offense if they involve the <b>same target</b> (individual or group) and are committed by the <b>same person</b> over time.</p> | <p>“Bullying” is deliberate verbal or non-verbal behavior which is intended to humiliate or harm another person, and which negatively impacts the educational environment or the other person’s physical, emotional, or psychological well-being. For example, bullying may include, but is not limited to, physical contact or the threat of physical contact, threats, or name-calling. Bullying is generally behavior that is repeated over time and involves an imbalance of power.</p> <p><i>Additional guidance from DPI:</i></p> <ul style="list-style-type: none"> <li>• <b>An Imbalance of Power:</b> Kids who bully use their power—such as physical strength, access to embarrassing information, or popularity—to control or harm others. Power imbalances can change over time and in different situations, even if they involve the same people.</li> <li>• <b>Repetition:</b> Bullying behaviors happen more than once or have the potential to happen more than once.</li> </ul> |

| Behaviors                                                     | Classroom Managed<br>Primarily teacher managed; may include parent communication, if necessary                                                                                                                                       | Minor<br>Teacher, support staff, or administrator managed; parent communication is required                                                                                                                                                                                                                                                                    | Major<br>Administrator managed; parent communication is required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
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| <b>Discrimination</b><br><br><a href="#">Board Policy 411</a> | All instances should be formally documented and referred to administration (i.e., major behavior slip, IC behavior referral, or email)                                                                                               | All instances must be formally documented and referred to administration (e.g., major behavior slip, Infinite Campus referral, or email). If it is determined that the student demonstrates a lack of understanding the behavior may be categorized as a minor incident, <b>but documentation is still required.</b>                                           | All instances must be formally documented and referred to administration (e.g., major behavior slip, Infinite Campus referral, or email)<br><b>Discrimination” means any action, policy, or practice that is detrimental to a person or group, and that either differentiates between people/groups or limits or denies a person’s/group’s opportunities, privileges, roles or rewards based, in whole or in part, on sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability, or any other reason prohibited by state or federal law that perpetuates the effects of past discrimination.</b><br><br><a href="#">Investigation form to be used by building administrator</a> |
| <b>Disrespectful Words/Gestures</b>                           | <b>Inappropriate Language/Name Calling/Put-downs:</b><br>Language that is not appropriate for a school setting or student is name calling.<br><br><b>Profanity:</b><br>Using profanity when not directed at another person or staff. | <i>(Repeated or more serious offenses of any of the classroom managed behaviors)</i><br><br><b>Profanity:</b><br>Verbal, written or non-verbal name calling/put downs that may or may not be directed toward another person where there is no reasonable apprehension of bodily harm. This may include but not limited to: swearing, cursing or making obscene | <i>(Repeated or more serious offenses of any of the minor behaviors)</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

| Behaviors                                                                                                                                                                                                                          | Classroom Managed<br>Primarily teacher managed; may include parent communication, if necessary                                         | Minor<br>Teacher, support staff, or administrator managed; parent communication is required                                                                                                             | Major<br>Administrator managed; parent communication is required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
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|                                                                                                                                                                                                                                    |                                                                                                                                        | gestures, or offensive reference directed towards a person.                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Disruption</b>                                                                                                                                                                                                                  | Behavior that incites, instigates, organizes, or causes a disruption to the classroom learning environment.                            | <i>(Repeated or more serious offenses of classroom managed behaviors)</i><br><br>Behavior that incites, instigates, organizes, or causes a minor disruption to the classroom and/or school environment. | <i>(Repeated or more serious offenses of any of the minor behaviors)</i><br><br>Behavior that incites, instigates, organizes, or causes a major disruption to the classroom and/or school environment.                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Dress Code</b><br><br><a href="#">Board Policy 443.1</a>                                                                                                                                                                        | First reminder to comply with dress code (per student handbook)                                                                        | <i>(Repeated or more serious offenses of classroom managed behaviors)</i><br><br><b>Repeated offense:</b><br>Failure and/or refusal to follow established dress code.                                   | <i>(Repeated or more serious offenses of any of the minor behaviors)</i><br><br><b>Habitual offenses:</b><br>Multiple infractions of failure and/or refusal to follow established dress code.                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Drugs</b><br><br><a href="#">Board Policy 443.4</a><br><br><a href="#">Board Procedure - Drugs and Alcohol 443.4 Rule (1)</a><br><br><a href="#">Student Alcohol and Other Drug Use Enforcement Procedures - 443.4 Rule (2)</a> | All instances should be formally documented and referred to administration (i.e., major behavior slip, IC behavior referral, or email) | All instances should be formally documented and referred to administration (i.e., major behavior slip, IC behavior referral, or email)                                                                  | <b>Drugs:</b> include, but are not limited to, drug paraphernalia, hazardous inhalants, copycat or synthetic drugs, and look-alike drugs (substances that are represented as drugs regardless of the true nature of the substance). Prescription medication will be exempt from this policy only when used by the individual for whom the medication was prescribed, and in the manner and amount prescribed. Over the counter medication will be exempt from this policy when used consistently with the stated purpose of the medication, and in the manner and amount directed.<br><br><b>Use / Possession:</b> |



| Behaviors | Classroom Managed<br>Primarily teacher managed; may include parent communication, if necessary | Minor<br>Teacher, support staff, or administrator managed; parent communication is required | Major<br>Administrator managed; parent communication is required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
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|           |                                                                                                |                                                                                             | <p>Possession and/or being under the influence of THC including paraphernalia (including look a likes).<br/>Possession and/or being under the influence of any drug other than THC or other drug paraphernalia.</p> <p>Possession of controlled substances or other drug paraphernalia.</p> <p>Controlled substances include drugs, or any other mind-altering substance (e.g. salvia, spice, etc.).</p> <p><b>Distribution:</b><br/>Distributing a drug or drugs, including THC, to another student (including look-alikes).</p> <p>Repeated purchasing THC and/or any drugs other than THC.</p> <p>Suspected of using or possessing drugs, suspected of being under the influence, and refusing to submit to a search.</p> <p><b>**If a student voluntarily reports being under the influence or voluntarily surrenders possession of drug paraphernalia, this will fall under “Self Referral” of Activities and Athletic Code.</b></p> <p><b>Note: Law enforcement may be involved at administrator’s discretion.</b></p> |

| Behaviors                                                 | Classroom Managed<br>Primarily teacher managed; may include parent communication, if necessary                                                                              | Minor<br>Teacher, support staff, or administrator managed; parent communication is required                                                                                                                                                                                                                                                                                                                                                                 | Major<br>Administrator managed; parent communication is required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
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| <b>Harassment</b><br><br><a href="#">Board Policy 411</a> | All instances should be formally documented and referred to administration (i.e., major behavior slip, IC behavior referral, or email)                                      | All instances should be formally documented and referred to administration (i.e., major behavior slip, IC behavior referral, or email)<br><b>School employees are required to report via behavioral referral or <a href="#">Bullying Harassment Reporting Form</a> any incident(s) of discrimination and/or harassment that they witness or are otherwise made aware of.</b><br><br><a href="#">Investigation form to be used by building administrator</a> | <p>“Harassment” means behavior towards a student based, in whole or in part, on sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability, or any other reason prohibited by state or federal law.</p> <p>To qualify as harassment, the behavior must substantially interfere with a student’s school performance or create an intimidating, hostile or offensive school environment.</p> <p>Examples of behavior that may be harassment:</p> <ul style="list-style-type: none"> <li>• Racial or antisemitic slurs</li> <li>• Hate speech or symbols</li> <li>• Mocking or imitating an individual’s disability</li> </ul> |
| <b>Insubordination</b>                                    | Insubordination (first or second offense): Refusal or failure to comply with a direction in a classroom setting that minimally disrupts the learning or school environment. | <p><i>(Repeated or more serious offenses of any of the classroom managed behaviors)</i></p> <p>Insubordination (multiple settings or after second offense): Refusal or failure to comply with a direction given by a school staff in any school setting that disrupts the learning or school environment or results in compromising the safety of one’s self or others.</p>                                                                                 | <p><i>(Repeated or more serious offenses of any minor behaviors)</i></p> <p>Repeated Insubordination/Defiance: Refusal or failure to comply with a direction given by school staff in any school setting that disrupts the learning or school environment or results in compromising the safety of one’s self or others.</p>                                                                                                                                                                                                                                                                                                                                                                                                                   |

| Behaviors                                                                                                                                                                                                                                                                     | Classroom Managed<br>Primarily teacher managed; may include parent communication, if necessary                                                                                                                 | Minor<br>Teacher, support staff, or administrator managed; parent communication is required                                                                                                                                                                                                                                                                                                                                                      | Major<br>Administrator managed; parent communication is required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
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| <b>Left Designated Area Without Permission/ Loitering</b>                                                                                                                                                                                                                     | <p>Leaving the assigned instructional locations without the permission of a staff member.</p> <p>Students not in their assigned area during instructional periods.</p> <p>Student provides falsified pass.</p> | <p><i>(Repeated or more serious offenses of any of the classroom managed behaviors)</i></p> <p>Repeatedly leaving the classroom without the permission of a staff member.</p> <p>Students who are found in the hallways during instructional time and do not return to class when directed by school staff members.</p> <p>Repeated use of a falsified pass.</p>                                                                                 | <p><i>(Repeated or more serious offenses of any minor behaviors)</i></p> <p>Fleeing: Intentionally hiding (i.e. willingly) or leaving campus without permission.</p> <p>Chronic leaving the classroom or not being in the assigned instructional location without the permission of a staff member.</p>                                                                                                                                                                                                                                                                                                                                                                       |
| <p><b>Lewd Behavior</b></p> <p><i>Lewd behavior is any act—verbal, physical, or written—that is sexually inappropriate, vulgar, or offensive in nature. School staff are entrusted with the professional judgment to determine when a behavior meets this definition.</i></p> | <p><b>Inappropriate Display of Affection:</b><br/>Acts of physical intimacy (on school campus or during school events).</p>                                                                                    | <p><i>(Repeated or more serious offenses of any of the classroom managed behaviors)</i></p> <p><b>Sexual Misconduct (first offense):</b><br/>Behavior characterized by the making of unwelcome and inappropriate sexual remarks.</p> <p><b>Consensual Inappropriate Touch:</b><br/>Consensual and intentional inappropriate touch or contact that occurs between students.</p> <p><b>Note: Staff member to determine intent and severity</b></p> | <p><i>(Repeated or more serious offenses of any of the minor behaviors)</i></p> <p><b>Sexual Acts:</b> Engagement in (or simulating a) sexual act(s) on school premises or during a school sponsored activity.</p> <p><b>Sexual Harassment:</b><br/>Unwelcome conduct determined by a reasonable person to be so severe, pervasive, <i>and</i> objectively offensive that it effectively denies a person equal access to the District’s education program or activity.<br/>*Code/report incident as harassment.</p> <p><b>Non-Consensual Inappropriate Touch:</b><br/>Non-consensual physical advances; in some cases, this may include “panting.”</p> <p><b>Sexting:</b></p> |

| Behaviors                                                                                                         | Classroom Managed<br>Primarily teacher managed; may include parent communication, if necessary                                                                                    | Minor<br>Teacher, support staff, or administrator managed; parent communication is required                                                                                                             | Major<br>Administrator managed; parent communication is required                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
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|                                                                                                                   |                                                                                                                                                                                   |                                                                                                                                                                                                         | <p>The sending of sexually explicit digital images through the use of cell phones, cellular “apps,” videos, emails, text messages, or the internet.</p> <p><b>Inappropriate Materials:</b><br/>Obscene or graphic materials that are printed or visual containing sexual organs or activity.</p> <p><b>Exposing Oneself:</b><br/>Intentionally exposing genitalia or private parts of one’s body (i.e. “mooning” and “flashing”).</p> <p><b>Note: Law enforcement/Child Protective Services involved as required.</b></p> |
| <b>Not Prepared For Class</b>                                                                                     | <p>Failure to bring necessary materials to class (may include completed homework or classwork).</p> <p>Failure to charge district-provided Chromebook/device at home.</p>         | <p>Repeated failure to bring necessary materials to class (may include completed homework or classwork).</p> <p>Repeated failure to charge district-provided Chromebook/device at home.</p>             | <p><i>Chronic failure in being prepared for class will result in a Child Assistance Team meeting.</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Parking-Driving Violation</b>                                                                                  | All instances should be formally documented and referred to administration (i.e., major behavior slip, IC behavior referral, or email)                                            | N/A                                                                                                                                                                                                     | Any violation of parking rules as listed in the Hamilton High School Student Handbook.                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Physical Aggression/Fighting</b><br><br><i>Self-defense is described as an action taken to block an attack</i> | <p><b>Play Fighting:</b><br/>Conduct or behavior that does not cause injury but interferes with or disrupts the orderly process of the school environment, a school function,</p> | <p><i>(Repeated or more serious offenses)</i></p> <p><b>Physical Incident:</b><br/>Intentional physical contact (bumping, shouldering, pushing, shoving, etc.) between two or more individuals that</p> | <p><i>(Repeated or more serious offenses)</i></p> <p><b>Physical Incident/Fighting:</b><br/>Physical contact, which may be planned, between two or more individuals harmful, has the potential to cause injury, and is</p>                                                                                                                                                                                                                                                                                                |

| Behaviors                                                                                                                                                                                                                                           | Classroom Managed<br>Primarily teacher managed; may include parent communication, if necessary                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Minor<br>Teacher, support staff, or administrator managed; parent communication is required                                                                                                                                        | Major<br>Administrator managed; parent communication is required                                                                                                                                                                                                                                                                                            |
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| <p><i>by another person or to shield yourself from being hit by another person.</i></p> <p><i>Retaliating by hitting a person back is not self-defense and will be considered as <b>actively participating</b> in the physical altercation.</i></p> | <p>or extra-curricular/co-curricular activity. Play Fighting is physical contact between two people trying to gain an advantage over each other not intending to cause physical harm. Examples of play fighting are, but not limited to: pretending to hit, punch, kick, or otherwise make physical contact with another individual; pranks; rough or boisterous play involving contact; running in the building</p> <p><b>Physical Incident:</b><br/>Unintentional physical contact (accidental bumping, shouldering, pushing, shoving, etc.) between two or more individuals that is harmful or disruptive, but is quickly de-escalated and does not result in injury.</p> <p><b>Note: Staff member to determine intent</b></p> | <p>is harmful or disruptive, but is quickly de-escalated and does not result in injury. This includes play fighting that has the appearance of a minor physical incident.</p> <p><b>Note: Staff member to determine intent</b></p> | <p>disruptive to the orderly operation and safety of others within the school environment.</p> <p>Failure to de-escalate pushing and shoving when redirected. More serious than “minor physical incident” as a larger response is required to diffuse the situation.</p> <p><b>Note: Law enforcement may be involved at administrator’s discretion.</b></p> |
| <p><b>Technology Violation</b></p> <p><a href="#"><u>Student Use of Information Technology Board Policy 365.1</u></a></p>                                                                                                                           | <p>Improper care or storage of district-provided Chromebook/device (not storing in its case, carrying by its screen, etc.).</p> <p>Misuse of the district-provided Chromebook/device or district</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <p>Repeated improper care or storage of district-provided Chromebook/device.</p> <p>Repeated misuse of the district-provided Chromebook/device or district network to access content that is not related to assigned tasks.</p>    | <p>Use of district-provided Chromebook/device or district network to access, create, or distribute inappropriate images, illegal material, or to send threatening or harassing messages. This includes transmission by cell phone or any other electronic communication device.</p>                                                                         |

| Behaviors                                                                                                                                                                                                                                                                                               | Classroom Managed<br>Primarily teacher managed; may include parent communication, if necessary                                                                                                                                                                | Minor<br>Teacher, support staff, or administrator managed; parent communication is required                                                                                                                                                                                                                                                                   | Major<br>Administrator managed; parent communication is required                                                                                                                                                                                                                                                                                                                                                                                                             |
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| <a href="#">Student Information Technology and Network Use Guidelines 365.1 Rule</a><br><br><a href="#">Acceptable Information Technology Use Agreement 365.1 Exhibit 1</a><br><br><a href="#">Student Use of Cell Phones, Two-Way Communication and Other Communication or Recording Devices 443.6</a> | <p>network to access content that is not related to assigned tasks.</p> <p>Unauthorized use of cell phones, smart watches, recording devices, two-way communication devices, headphones, earbuds, bluetooth listening devices/speakers and smart watches.</p> | <p>Repeated unauthorized use of cell phones, smart watches, recording devices, two-way communication devices, headphones, earbuds, bluetooth listening devices/speakers and smart watches.</p> <p><b>Restitution may be sought to account for damages.</b></p>                                                                                                | <p>Chronic misuse of district-provided Chromebook/device or district network to access content that is not related to assigned tasks.</p> <p>Chronic unauthorized use of cell phones, smart watches, recording devices, two-way communication devices, headphones, earbuds, bluetooth listening devices/speakers and smart watches.</p> <p><b>Note: Law enforcement may be involved at administrator's discretion. Restitution may be sought to account for damages.</b></p> |
| <b>Theft</b>                                                                                                                                                                                                                                                                                            | <p>All instances of taking and concealing items that belong to another party should be formally documented and referred to administration (i.e., major behavior slip, IC behavior referral, or email)</p>                                                     | N/A                                                                                                                                                                                                                                                                                                                                                           | <p>Taking school property or personal property of others or knowingly being in possession of stolen property.</p> <p>Can include going into lockers or desks of students and faculty and deliberately taking items.</p> <p><b>Note: Law enforcement may be involved at administrator's discretion.</b></p>                                                                                                                                                                   |
| <b>Threatening Behavior/Intimidation</b>                                                                                                                                                                                                                                                                | <p>Suggestive and/or threatening gestures (i.e., staring at a peer, unkind non-verbals, etc.).</p> <p>Teasing that suggests an unwanted physical action, whether written or verbal.</p>                                                                       | <p>An act where there is no physical contact between the offender and the victim, but physical harm could have occurred, or is inferred, based on the words or actions of the offender.</p> <p>Includes:</p> <ul style="list-style-type: none"> <li>• Taunting</li> <li>• Posturing</li> <li>• Making unwanted physical motion, with or without an</li> </ul> | <p><i>(Repeated or more serious offenses of any minor behaviors)</i></p> <p>Physical actions including use of the body to corner, push, shove, or otherwise intimidate another person.</p> <p>Any communication that directly threatens emotional and physical harm to an item or person. This includes provoking statements</p>                                                                                                                                             |

| Behaviors                                                                                                                                                                                                         | Classroom Managed<br>Primarily teacher managed; may include parent communication, if necessary | Minor<br>Teacher, support staff, or administrator managed; parent communication is required                                                                                                                                                                                                                                                                                  | Major<br>Administrator managed; parent communication is required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
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|                                                                                                                                                                                                                   |                                                                                                | <p>object, towards peers implying hitting, poking, stabbing, or shooting (finger guns) toward peers without making contact.</p> <ul style="list-style-type: none"> <li>Written (paper or digital) communication that is interpreted as threatening behavior. This includes provoking statements or posts made on social media that impact the school environment.</li> </ul> | <p>or posts made on social media that impact the school environment.</p> <p><b>Note: Law enforcement may be involved at administrator's discretion. The District Threat Assessment Team may be contacted.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <p><b>Tobacco</b></p> <p><a href="#"><u>Use of Tobacco and Nicotine Products on School Premises Board Policy 833</u></a></p> <p><a href="#"><u>Tobacco and Nicotine Products Use Regulations Rule 833</u></a></p> |                                                                                                |                                                                                                                                                                                                                                                                                                                                                                              | <p><b>Use / Possession:</b><br/>Possession and/or use of any cigarettes or any other tobacco or nicotine products (as defined by state law) including smokeless tobacco, look-alike cigarettes, e-cigarettes and/or vaporizers (vapes).</p> <p><b>Distribution:</b><br/>Distributing any cigarettes or any other tobacco or nicotine products (as defined by state law) including smokeless tobacco, look-alike cigarettes, e-cigarettes and/or vaporizers (vapes).</p> <p><b>**If a student voluntarily reports being under the influence or voluntarily surrenders possession of drug paraphernalia, this will fall under "Self Referral" of Activities and Athletic Code.</b></p> |

| Behaviors                                                                                             | Classroom Managed<br>Primarily teacher managed; may include parent communication, if necessary                 | Minor<br>Teacher, support staff, or administrator managed; parent communication is required                                                                                                          | Major<br>Administrator managed; parent communication is required                                                                                                                                                                                                                                                                                                                                                                        |
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|                                                                                                       |                                                                                                                |                                                                                                                                                                                                      | <p>Suspected of using or possessing any cigarettes or any other tobacco or nicotine products (as defined by state law) including smokeless tobacco, look-alike cigarettes, e-cigarettes and/or vaporizers (vapes), suspected of being under the influence, and refusing to submit to a search.</p> <p><b>Note: Law enforcement may be involved at administrator's discretion.</b></p>                                                   |
| <b>Trespassing</b>                                                                                    | N/A                                                                                                            | Entering areas not intended for access for students and/or accessing non-restricted areas outside of school hours.                                                                                   | <p>Being on school property when suspended or expelled from school.</p> <p>Repeated presence on school property after school hours without a valid reason to be on campus.</p> <p><b>Note: Law enforcement may be involved at administrator's discretion.</b></p>                                                                                                                                                                       |
| <p><b>Unsafe Act</b></p> <p><i>Behavior that can potentially endanger safety, self or others.</i></p> | Remind and Reteach.                                                                                            | Repeated elevated, erratic and/or overly-excited behaviors including but not limited to pushing, not keeping hands, legs, or feet to self, running in the halls, standing on the bus, and horseplay. | <p>Chronic elevated, erratic and/or overly-excited behaviors including but not limited to pushing, not keeping hands, legs, or feet to self, running in the halls, standing on the bus, and horseplay.</p> <p>Behaviors that immediately place self, staff, or peer(s) at significant safety risk (ie. self harm, opening the door on the bus while the bus is moving, pulling a fire alarm or propping a locked school door open).</p> |
| <p><b>Vandalism/Destruction of School Property</b></p> <p><a href="#">Board Policy 443.7</a></p>      | Marking or drawing on school property that can be easily removed by the student within the school environment. | <i>(Repeated or more serious offenses of any of the classroom managed behaviors)</i>                                                                                                                 | <i>(Repeated or more serious offenses of any of the minor behaviors)</i>                                                                                                                                                                                                                                                                                                                                                                |



| Behaviors                                                                                                                                                                                                                                                                                                                                                                                                      | Classroom Managed<br>Primarily teacher managed; may include parent communication, if necessary | Minor<br>Teacher, support staff, or administrator managed; parent communication is required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Major<br>Administrator managed; parent communication is required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
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|                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                | <p>Unintentionally damaging or intentionally attempting to damage any school property or private property while under school jurisdiction.</p> <p><b>Note: Law enforcement may be involved at administrator's discretion. Restitution may be sought to account for damages.</b></p>                                                                                                                                                                                                                                                                                                                      | <p>Intentionally damaging any school property or private property while under school jurisdiction.</p> <p><b>Note: Law enforcement may be involved at administrator's discretion. Restitution may be sought to account for damages.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <p><b>Weapons/Look-Alikes</b></p> <p><u><a href="#">Board Policy 443.5</a></u></p> <p><i>The Board defines a dangerous weapon or look-alike weapon as a firearm, knife, razor, karate stick, metal buckle, chains, or any other object which, by the manner in which it is used or intended to be used, is capable of inflicting bodily harm or could pretend to be capable of inflicting bodily harm.</i></p> | N/A                                                                                            | <p>Possession of a toy weapon or where the toy weapon <b>is not used</b> to threaten, intimidate or harm another person or cause disruption.</p> <p>Possession of a look-alike knife not used to make threats, intimidate, harm, or cause a disruption.</p> <p>A student voluntarily surrenders possession of a weapon, other than a firearm, or other inappropriate item to a school staff member before being asked about the item or being discovered to be in possession and before anyone has been threatened with and/or harmed by the weapon or other inappropriate item in their possession.</p> | <p>Possession of a toy weapon where the toy weapon <b>is used</b> to threaten, intimidate, or harm another person or cause a disruption.</p> <p>Repeated possession of a look-alike weapon not used to make any threats, intimidate, harm or cause a disruption.</p> <p>Possession of a dangerous weapon (*board description)...</p> <p>Possession of a gun of any kind whether loaded or unloaded, operable or inoperable. Examples include but are not limited to BB guns, pellet guns, flare guns, air rifles and firearms.</p> <p><b>Note: Law enforcement may be involved at administrator's discretion. The District Threat Assessment Team may be contacted.</b></p> |