

The *Discipline Matrix*: A Tool For Administrators To Assign Consequences For Serious Misbehavior

The *Discipline Matrix* is a tool for administrators to respond appropriately when students have committed serious violations, per the *Code of Student Conduct*. This tool is designed to offer consistency at all levels across the District so that students are disciplined fairly from school to school when their behavior requires punishment beyond the classroom. There are two different versions of the Matrix: One to assign consequences to elementary students (grades K-5) and one to assign consequences to secondary students (grades 6-12).

A copy of the Matrix is included in the *Code of Student Conduct* to assist you and your child in understanding the consequences of seriously violating school rules. While most parents will have no need to be familiar with the Matrix, the School Board and the District want to ensure that parents are knowledgeable about the actions of its school administrators when students misbehave. The Matrix enables administrators to assign consequences consistently, regardless of the school your child attends.

### **HOW DO I READ THE MATRIX?**

The Matrix outlines the violations in the same way as the *Code of Student Conduct*. When a student has multiple violations in one incident, e.g. fight; using a weapon, the administrator will impose the more severe consequences.

The first “X” in any row indicates the initial action when a student has been referred to his/her administrator for disciplinary action. In each row, an “A” to the left of the “X”, indicates a “possible” action; an “A” to the right of the “X” indicates a subsequent action.

### **IS THERE ANYTHING ELSE I NEED TO KNOW?**

Yes. The *Discipline Matrix* does not apply to classroom management as assigned by the teacher but rather as a progressive step when a student has broken the rules requiring a principal and/or designee to assign consequences. While continuous disregard for classroom rules will almost always be referred to an administrator, certain violations of the rules, e.g. weapon possession, assault, sexual harassment, require initial administrative action.

Like the *Code of Student Conduct*, the Matrix is reviewed annually by District stakeholders, including parents, teachers, administrators, counselors, and other community representatives.

### **WHERE DO I GO IF I WANT FURTHER EXPLANATION OF THIS DOCUMENT?**

Should you require further explanation of the *Discipline Matrix*, please call your school administrator.

# ADMINISTRATIVE DISCIPLINE MATRIX

## ELEMENTARY - 2010/2011

Reported to State	Incident Code	Incident	Prevention/Intervention (Re-entry parent conference)/Consequence (Record on TERMS C26 Panel) - Minimum of Two	Collaborative Problem Solving Team (Child Study)	Threat Assessment Protocol	Confiscation (When Applicable)	Restitution (When Applicable)	School Specific Consequences	Loss of Privilege	Removal From Class (Less than 1 day)	Detention	In-School Suspension: 1-5 days	In-School Suspension: 6-10 Days	Out-of-School Suspension: 1-5 Days (Offer AES)	Out-of-School Suspension: 6-10 Days (Offer AES)	Mandatory Out-of-School Suspension: 10 Days	Recommendation for Emergency Behavior Change	Recommendation for Expulsion	Complete Immediate Notification Form (SIU)	Report to local Law Enforcement required	
	Incident Code	Incident																			
	<b>Attendance Incidents</b>																				
	ZL	Class Cut (Skipping)	M	A				X	A	A	A	A	A								
	ZM	Tardiness, Habitual	M	M				X	A	A	A	A	A								
	ZV	Truancy	M	M					X	A	A	A	A								
	ZG	Leaving Campus Without Permission	M	A								X	A	A							
	ZU	Out of Assigned Area	M	A				X	A	A		A	A								
	<b>Rule Violation Incidents</b>																				
	ZE	Dress Code Violation	M	A				X	A	A		A	A								
	ZB	Cheating- Major	M	A								X	A								
	ZF	School Rules violation (Includes Classroom Rules)	M	A				X	A	A		A									
	ZP	Detention - Unserved	M	A					X	A	A	A									
<b>S</b>	ED	Electronic devices - offensive or unlawful use or publication					M							X	A	A			M	A	
	ZY	Cell Phone Violation. <i>Punitive action begins on the 2nd offense</i>	M				M		X	A	A	A	A	A							
	<b>Disruptive Incidents</b>																				
	SB	Disruptive (Unruly) Behavior or Play	M	A				X	A	A	A	A	A								
	01	Disobedience/Insubordination	M	A				X	A	A	A	A	A								
	ZW	Defiance of Authority (See Definition)	M	M								X	A	A	A	A					
	SM	Cumulative Administrative Referrals (5 or more)	M	M								X	A	A	A	A					
	02	Profanity - use of insulting/Obscene Language	M	A				X		A	A	A	A								
	ZX	Profanity Directed Towards a Staff Member	M	M								X	A	A	A	A					
<b>S</b>	SG	Gambling	M	A			M					X	A	A					M	A	
	Z1	Inciting a Disturbance	M	A								X	A	A							
<b>S</b>	SF	Passing and / or Producing Counterfeit Money	M	A								X	A	A					M	A	
	ZH	Falsification/Misrepresentation (Lying, Forgery of signature)	M	A					X	A	A	A									
	ZC	Prohibited/Distracting Items - Possession/Use	M	A			M	X		A	A	A	A								
	ZJ	Distribution/Sale of unauthorized Materials (Non-Criminal)	M	A			M	X		A	A	A	A								
<b>S</b>	Z2	Laser Device - Inappropriate Use	M	A			M							X	A	A	B		M		
<b>S</b>	G1	Gang Related Activity (See Definition)																			
	XA	Disruption on Campus (Minor)	M	A								X	A	A							
<b>S</b>	D0	Disruption on Campus (Major)	M	A										X	A	A			M	A	
<b>S</b>	66	Trespassing	M	A								X	A	A					M	A	
<b>S</b>	F9	False Fire Alarm/911 Call	M	A										X	A	A			M	A	
	<p><i>B- A Recommendation for Emergency Behavior Change: This applies when the student commits an offense for which a secondary student would receive a mandatory expulsion under School Board Policy 5006. Since the policy does not contemplate the expulsion of elementary students (except where noted), other disciplinary action may be taken (i.e., administrative placement into the Behavior Change program).</i></p>																				

# ADMINISTRATIVE DISCIPLINE MATRIX

## ELEMENTARY - 2010/2011

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				M	A	M	X	A	A	A	A	A	A	A	A	A	A	A	A	A
<b>Documentation on TERMS C26 panel is required for all violations requiring administrative action.</b>																				
<b>Discipline of ESE/504 students with disabilities shall be in accordance with state and federal laws and School Board policies.</b>																				
<p style="text-align: center;"><b>LEGEND</b></p> <p><b>M = Mandatory action</b></p> <p><b>X = Initial punitive action (for 1st offense)</b></p> <p><b>A = Additional (progressive) action</b></p> <p><b>S = Incident codes reported to the State</b></p> <p><b>B= Recommendation for emergency behavior change</b></p>																				
<b>Substance Abuse/Drug Incidents</b>																				
		<i>X* 1st Offense</i>	<i>Mandatory 10 day out-of-school suspension; up to 7 days may be waived after referral to the Area Substance Abuse Counselor.</i>																	
		<i>X* 2nd and 3rd Offense</i>	<i>Mandatory 10 day out-of-school suspension and referral to the Area Substance Abuse Counselor.</i>																	
	Z4	Medication - Over-the-Counter (Possession/Unauthorized use)	M	A		M		X	A	A		A	A	A					M	
<b>S</b>	TU	Tobacco - Possession/Use/Sale/Transmittal	M	A		M						X	A	A	A				M	
<b>S</b>	A1	Alcohol - Possession/Use/Under the Influence	M	M		M										X*			M	A
<b>S</b>	A3	Alcohol Sale/Attempted Sale/Transmittal	M	M		M										X*			M	A
<b>S</b>	D5	Drug - Possession/Use/Under the Influence	M	M		M										X*			M	A
<b>S</b>	D7	Drug or Imitation Drug Sale/Attempted Sale/Transmittal	M	M		M										X*			M	A
<b>S</b>	DF	Drug - Possession of unauthorized substances	M	M		M										X*			M	A
	DP	Drug Paraphernalia - Possession	M	A		M								X	A	A	A		M	A
<b>Acts Against Persons</b>																				
		<i>X* - When deciding what disciplinary action should be taken, the Principal or designee shall consider the severity of the offense and may impose a more severe consequence up to and including a ten day out of school suspension.</i>																		
	ZI	Fight - Minor/Altercation/Confrontation	M	A				X	A	A	A	A	A							
<b>S</b>	F1	Fighting	M	M								X*	A	A	A				M	A
<b>S</b>	ZA	Bullying	M	A	M							X	A	A	A				M	
<b>S</b>	HA	Harassment	M	M	M							X	A	A	A				M	
	ZT	Hazing	M	M	M							X	A	A	A					
<b>S</b>	SS	False Accusation Against School Staff	M	A								X	A	A	A				M	A
<b>S</b>	56	Sexual Misconduct/Indecent Exposure	M	M								X	A	A	A				M	A
<b>S</b>	50	Sexual Harassment	M	M								X	A	A	A				M	A
	ZN	Assault/Threat (Low Level-Non-Criminal)	M	A	M			X	A	A	A									
<b>S</b>	A5	Assault/Threat (Medium Level)	M	M	M							X	A	A	A				M	A
<b>S</b>	A6	Assault/Threat (High Level)	M	M	M									X	A	A			M	A
<b>S</b>	A7	Assault/Threat - Aggravated	M	A	M										X	A			M	A
<b>S</b>	22	Battery	M	A										X	A	A			M	A
<b>S</b>	26	Battery on a SBBC Employee/Law Enforcement Officer	M	A												X	B		M	A
<b>S</b>	23	Battery - Serious	M	A												X	B		M	A
		<i>B- A Recommendation for Emergency Behavior Change: This applies when the student commits an offense for which a secondary student would receive a mandatory expulsion under School Board Policy 5006. Since the policy does not contemplate the expulsion of elementary students (except where noted), other disciplinary action may be taken (i.e., administrative placement into the Behavior Change program).</i>																		

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## ELEMENTARY - 2010/2011

Reported to State	Incident Code	Incident	Prevention/Intervention (Re-entry parent conference)/Consequence (Record on TERMS C26 Panel) - Minimum of Two	Collaborative Problem Solving Team (Child Study)	Threat Assessment Protocol	Confiscation (When Applicable)	Restitution (When Applicable)	School Specific Consequences	Loss of Privilege	Removal From Class (Less than 1 day)	Detention	In-School Suspension: 1-5 days	In-School Suspension: 6-10 Days	Out-of-School Suspension: 1-5 Days (Offer AES)	Out-of-School Suspension: 6-10 Days (Offer AES)	Mandatory Out-of-School Suspension: 10 Days	Recommendation for Emergency Behavior Change	Recommendation for Expulsion	Complete Immediate Notification Form (SIU)	Report to local Law Enforcement required
	<b>Property Incidents</b>																			
	T5	Theft - Petty < \$300	M	A		M	A	X	A	A		A	A						M	
§	T6	Theft - Grand ≥ \$300	M	A		M	A							X	A				M	A
§	80	Theft - Motor Vehicle				M									X				M	A
§	V4	Vandalism/Damage to Property < \$1000	M	A			A								X	A			M	
§	V5	Vandalism/Damage to Property ≥ \$1000	M	A			A								X	A			M	A
	Z3	Technology - Inappropriate use (Computers or Networks)	M	A				X	A	A	A		A							
§	ST	Technology - Illegal use (Computers or Networks)	M	A															M	A
§	13	Arson	M	M			A								X	A	B		M	A
	FS	Fire - Starting a fire on campus	M	A											X	A	A		M	A
§	36	Burglary -Unlawful Breaking/Entering into a school facility	M	M			A								X	A			M	A
	<b>Other Criminal Incidents</b>																			
§	OS	Other Serious Incident/Delinquent Act	M	M											X	A			M	A
	XX	Delinquent Act/Felony Off-Campus	M	M												X				
§	WA	Weapons - Class A - Possession (Expulsion -Only if firearm)	M	M		M										X		M	M	M
§	WB	Weapons - Class B (Possession)	M	M		M								X	A	A	B		M	A
§	R2	Robbery or Attempted Robbery	M	M		M									X	A	B		M	A
§	R4	Robbery (Armed) or Attempted Armed Robbery	M	M		M										X	B		M	A
§	S1	Sexual Battery/Rape (Actual or Attempted)	M	M												X	B		M	A
§	K1	Kidnapping or Abduction	M	M												X	B		M	A
§	42	Homicide	M	M												X	B		M	M
§	SE	Extortion	M	M											X	A	B		M	A
§	B3	Bomb Threat (Placing)	M	M												X		M	M	M
§	B4	Bomb Threat (False Reporting)	M	M												X		M	M	M
		<i>B- A Recommendation for Emergency Behavior Change: This applies when the student commits an offense for which a secondary student would receive a mandatory expulsion under School Board Policy 5006. Since the policy does not contemplate the expulsion of elementary students (except where noted), other disciplinary action may be taken (i.e., administrative placement into the Behavior Change program).</i>																		

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		<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;">Documentation on TERMS C26 panel is required for all violations requiring administrative action.</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;">Discipline of ESE/504 students with disabilities shall be in accordance with state and federal laws and School Board policies.</div> <div style="border: 1px solid black; padding: 5px;"> <p style="text-align: center;"><b>LEGEND</b></p> <p><b>M = Mandatory action</b>  <b>X = Initial punitive action (for 1st offense)</b>  <b>A = Additional (progressive) action</b>  <b>S = Incident codes reported to the State</b>  <b>B= Recommendation for emergency behavior change</b></p> </div>	Collaborative Problem Solving Team (Child Study) Threat Assessment Protocol Confiscation (When Applicable) Restitution (When Applicable) School Specific Consequences Loss of Privilege Removal From Class (Less than 1 day) Detention In-School Suspension: 1-5 days In-School Suspension: 6-10 Days Out-of-School Suspension: 1-5 Days (Offer AES) Out-of-School Suspension: 6-10 Days (Offer AES) Mandatory Out-of-School Suspension: 10 Days Recommendation for Emergency Behavior Change Recommendation for Expulsion Complete Immediate Notification Form (SIU) Report to local Law Enforcement required
	<b>Bus Behavior Incidents</b>		
	Z7	<b>Level One Violations:</b> Eating/drinking on the bus. Failure to sit as assigned by bus operator.	M
		1st Offense	Verbal or written reprimand from school principal or designee
		2nd Offense	Parent Conference
		3rd Offense	3 day suspension from school bus transportation
		Repeated Offenses	Expulsion from school bus for remainder of the school year and/or possible suspension or expulsion from school
	Z8	<b>Level Two Violations:</b> Disrupting, distracting, disobeying the bus operator. Failure to utilize required safety equipment on the bus. Getting out of seat while bus is in motion. Loud talking, inappropriate remarks, or spitting out of bus window at students, pedestrians, motorists.	M
		1st Offense	Verbal or written reprimand from school principal or designee
		2nd Offense	1-10 day suspension from school bus transportation
		3rd Offense	Expulsion from school bus for remainder of the school year and/or possible suspension or expulsion from school
	Z9	<b>Level Three Violations:</b> Placing head, arms, and legs outside of window. Opening the emergency door while the bus is in motion. Opening or exiting emergency door when the bus is stopped unless directed by the bus operator. Threats against the bus operator, attendant or passengers on the bus. Profanity directed at the bus operator or bus attendant. Fighting or smoking on the bus. Throwing objects out of the bus window or at the bus. Vandalism of seats or other bus equipment. Boarding or attempting to board (also attempting to leave) a bus other than the student's assigned route or stop without permission.	M
		1st Offense	1-10 day suspension from school bus transportation and/or from school
		2nd Offense	10 day suspension from school bus transportation and/or from school
		3rd Offense	Expulsion from school bus for remainder of the school year and/or possible suspension or expulsion from school

# ADMINISTRATIVE DISCIPLINE MATRIX

## SECONDARY - 2010/2011

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		Documentation on TERMS C26 panel is required for all violations requiring administrative action.																				
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		<b>LEGEND</b> <b>M = Mandatory action</b> <b>X = Initial punitive action (for 1st offense)</b> <b>A = Additional (progressive) action</b> <b>S = Incident codes reported to the State</b>																				
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	ZL	Class Cut (Skipping)	M	A							X	A	A									
	ZM	Tardiness, Habitual (5 in a marking period)	M	M						X	A	A										
	ZV	Truancy	M	A				X	A	A	A	A										
	ZG	Leaving Campus Without Permission	M	A										X	A							
	ZU	Out of Assigned Area	M	A				X	A	A	A	A	A									
		<b>Rule Violation Incidents</b>																				
	ZE	Dress Code Violation	M	A							X	A	A									
	ZB	Cheating Major	M	A										X	A	A						
	ZF	School Rules violation (Includes Classroom Rules)	M	A		A		X	A	A	A											
	ZP	Detention - Unserved	M	A						X		A	A									
	ZS	Detention - Saturday - Unserved	M	A										X	A	A						
<b>S</b>	ED	Electronic Devices - Offensive or unlawful use or publication				M											X	A		M	A	
	ZY	Cell Phone Violation <i>Punitive action begins on the 2nd offense</i>	M			M		X	A		A	A		A	A							
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	SB	Disruptive (Unruly) Behavior or Play	M	A							X	A	A	A								
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	ZJ	Distribution/Sale of unauthorized Materials (Non-Criminal)	M	A		M		X	A	A												
<b>S</b>	Z2	Laser Device - Inappropriate Use	M	A		M									X	A	A					M
<b>S</b>	G1	Gang Related Activity (See Definition)																				
	XA	Disruption on Campus (Minor)												X	A	A						
<b>S</b>	D0	Disruption on Campus (Major)	M	A											X	A	A	A	A	M	A	
<b>S</b>	66	Trespassing	M	A										X	A	A					M	A
<b>S</b>	F9	False Fire Alarm/911 Call	M	A											X				A	M	A	

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		<i>X* 2nd and 3rd Offense</i>	<i>Mandatory 10 day out-of-school suspension and recommendation for expulsion.</i>																				
	Z4	Medication - Over-the-Counter (Possession/Unauthorized use)	M	A		M						X	A	A	A	A					M		
<b>S</b>	TU	Tobacco Use/Possession/Sale/Transmittal	M	A		M							X	A	A	A	A					M	
<b>S</b>	A1	Alcohol - Possession/Use/Under the Influence	M	A		M												X*		X*	M	A	
<b>S</b>	A3	Alcohol Sale/Attempted Sale/Transmittal	M	A		M												X		M	M	A	
<b>S</b>	D5	Drug - Possession/Use/Under the Influence	M	A		M												X*		X*	M	A	
<b>S</b>	D7	Drug or Imitation Drug Sale/Attempted Sale/Transmittal	M	A		M												X		M	M	A	
<b>S</b>	DF	Drug - Possession of unauthorized substances	M	A		M												X		M	M	A	
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	<b>Acts Against Persons</b>																						
		<i>X* - When deciding what disciplinary action should be taken, the Principal or designee shall consider the severity of the offense and may impose a more severe consequence up to and including a ten day out of school suspension.</i>																					
	ZI	Fight - Minor/Altercation/Confrontation	M	A									X	A	A	A							
<b>S</b>	F1	Fighting	M	A										X*	A	A					M	A	
<b>S</b>	ZA	Bullying	M	A	M									X	A	A					M		
<b>S</b>	HA	Harassment	M	M	M									X	A	A					M		
	ZT	Hazing	M	M	M							X	A	A	A	A							
<b>S</b>	SS	False Accusation Against School Staff	M	A										X	A	A					M	A	
<b>S</b>	56	Sexual Misconduct/Indecent Exposure	M	M										X*	A	A					M	A	
<b>S</b>	50	Sexual Harassment	M	M								X	A	A	A	A					M	A	
	ZN	Assault/Threat (Low level-Non-Criminal)	M	A	M							X	A	A	A								
<b>S</b>	A5	Assault/Threat (Medium Level)	M	M	M										X	A	A	A	A	A	M	A	
<b>S</b>	A6	Assault/Threat (High Level)	M	M	M												X		M	M	A		
<b>S</b>	A7	Assault/Threat - Aggravated	M	A	M												X		M	M	A		
<b>S</b>	22	Battery	M	A										X	A	A	A	A	A	M	A		
<b>S</b>	26	Battery on a SBBC Employee/Law Enforcement Officer	M	A													X		M	M	A		
<b>S</b>	23	Battery - Serious	M	A													X		M	M	A		

# ADMINISTRATIVE DISCIPLINE MATRIX

## SECONDARY - 2010/2011

Reported to State	Incident Code	Incident	Prevention/Intervention (Re-entry parent conference) Consequence (Record on TERMS C26 Panel) - Minimum of Two	Collaborative Problem Solving Team (Child study)	Threat Assessment Protocol	Confiscation (When Applicable)	Restitution (When Applicable)	Detention	Detention (Extended/Multiple)	Saturday School	In-School Suspension: Less Than One Day	In-School Suspension: 1-5 Days	In-School Suspension: 6-10 Days	Out-of-School Suspension: 1-2 Days (Offer AES)	Out-of-School Suspension: 3-10 Days (Offer AES)	Out-of-School Suspension: 6-10 Days (Offer AES)	Mandatory Out-of-School Suspension: 10 Days	Alternative Probationary Contract	Recommendation for Expulsion	Complete Immediate Notification Form (SIU)	Report to local law Enforcement required	
		<p><b>Documentation on TERMS C26 panel is required for all violations requiring administrative action.</b></p> <p><b>Discipline of ESE/504 students with disabilities shall be in accordance with state and federal laws and School Board policies.</b></p> <p style="text-align: center;"><b>LEGEND</b>  <b>M = Mandatory action</b>  <b>X = Initial punitive action (for 1st offense)</b>  <b>A = Additional (progressive) action</b>  <b>S = Incident codes reported to the State</b></p>																				
	<b>Property Incidents</b>																					
	T5	Theft - Petty < \$300	M	A		M	A					X	A	A	A	A					M	
<b>S</b>	T6	Theft - Grand ≥ \$300	M	A		M											X	A	A	M	A	
<b>S</b>	80	Theft - Motor Vehicle				M											X		M	M	A	
<b>S</b>	V4	Vandalism/Damage to Property < \$1000	M	A			A							X	A	A	A	A	M			
<b>S</b>	V5	Vandalism/Damage to Property ≥ \$1000	M	A			A									X	A	A	M	A		
	Z3	Technology - Inappropriate use (Computers or Networks)	M	A							X	A	A	A	A							
<b>S</b>	ST	Technology - Illegal use (Computers or Networks)	M	A													X		A	M	A	
<b>S</b>	13	Arson	M	A			A										X		M	M	A	
	FS	Fire - Starting a fire on campus	M	A										X	A	A	A	A	M	A		
<b>S</b>	36	Burglary - Unlawful Breaking/ Entering into a school facility	M	A			A									X	A	A	A	M	A	
	<b>Other Criminal Incidents</b>																					
<b>S</b>	OS	Other Serious Incident/Delinquent Act	M	A													X	A	A	M	A	
	XX	Delinquent Act/Felony Off-Campus	M	A													X	A	A			
<b>S</b>	WA	Weapons - Class A (Possession)	M	A		M											X		M	M	M	
<b>S</b>	WB	Weapons - Class B (Possession)	M	A		M								X	A	A	M	A	M	A		
<b>S</b>	R2	Robbery or Attempted Robbery	M	A		M											X		M	M	A	
<b>S</b>	R4	Robbery (Armed) or Attempted Armed Robbery	M	A		M											X		M	M	A	
<b>S</b>	S1	Sexual Battery/Rape (Actual or Attempted)	M	A													X		M	M	A	
<b>S</b>	K1	Kidnapping or Abduction	M	A													X		M	M	A	
<b>S</b>	42	Homicide	M	A													X		M	M	M	
<b>S</b>	SE	Extortion	M	A		M											X		M	M	A	
<b>S</b>	B3	Bomb Threat (Placing)	M	M													X		M	M	M	
<b>S</b>	B4	Bomb Threat (False Reporting)	M	M													X		M	M	M	

# ADMINISTRATIVE DISCIPLINE MATRIX

## SECONDARY - 2010/2011

Reported to State	Incident Code	Incident	Prevention/Intervention (Re-entry parent conference)	Consequence (Record on TERMS C26 Panel) - Minimum of Two	Collaborative Problem Solving Team (Child study)	Threat Assessment Protocol	Confiscation (When Applicable)	Restitution (When Applicable)	Detention	Detention (Extended/Multiple)	Saturday School	In-School Suspension: Less Than One Day	In-School Suspension: 1-5 Days	In-School Suspension: 6-10 Days	Out-of-School Suspension: 1-2 Days (Offer AES)	Out-of-School Suspension: 3-10 Days (Offer AES)	Out-of-School Suspension: 6-10 Days (Offer AES)	Mandatory Out-of-School Suspension: 10 Days	Alternative Probationary Contract	Recommendation for Expulsion	Complete Immediate Notification Form (SIU)	Report to local law Enforcement required	
		<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;">Documentation on TERMS C26 panel is required for all violations requiring administrative action.</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;">Discipline of ESE/504 students with disabilities shall be in accordance with state and federal laws and School Board policies.</div> <div style="border: 1px solid black; padding: 5px; text-align: center;"> <b>LEGEND</b>            M = Mandatory action            X = Initial punitive action (for 1st offense)            A = Additional (progressive) action            S = Incident codes reported to the State         </div>																					
		<b>Bus Behavior Incidents</b>																					
	Z7	<b>Level One Violations:</b> Eating/drinking on the bus. Failure to sit as assigned by bus operator.	M																				
		1st Offense																					
		2nd Offense																					
		3rd Offense																					
		Repeated Offenses																					
	Z8	<b>Level Two Violations:</b> Disrupting, distracting, disobeying the bus operator. Failure to utilize required safety equipment on the bus. Getting out of seat while bus is in motion. Loud talking, inappropriate remarks, or spitting out of bus window at students, pedestrians, motorists.	M																				
		1st Offense																					
		2nd Offense																					
		3rd Offense																					
	Z9	<b>Level Three Violations:</b> Placing head, arms, and legs outside of window. Opening the emergency door while the bus is in motion. Opening or exiting emergency door when the bus is stopped unless directed by the bus operator. Threats against the bus operator, attendant or passengers on the bus. Profanity directed at the bus operator or bus attendant. Fighting or smoking on the bus. Throwing objects out of the bus window or at the bus. Vandalism of seats or other bus equipment. Boarding or attempting to board (also attempting to leave) a bus other than the student's assigned route or stop without permission.	M																				A
		1st Offense																					
		2nd Offense																					
		3rd Offense																					