

# Grandview Elementary 2021-2022 Discipline Matrix

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## **Philosophy**

Grandview Elementary believes in every student's right to access and obtain a quality education. Grandview Elementary utilizes a discipline matrix to communicate the way that the school will deal with discipline issues. We believe that consistency in dealing with unwanted school behaviors leads to a greater understanding and trust with all stakeholders. The discipline matrix guides the administration on how to deal with most situations, however, administrative discretion is necessary in certain situations. The ultimate goal with this approach is to educate our students, and provide an opportunity to change behaviors.

### **Category 1 Infractions**

Category 1 infractions are those that will be addressed by the teacher. These behaviors occur in the classroom and require retraining. Classroom behaviors requiring retraining are those that cause the student to lose engagement -and are handled within the classroom setting.

### **Category 2-7 Infractions**

Category 2-7 infractions include those that cannot be taught in the classroom. These behaviors may involve behaviors from keeping the school clean, to behaviors that threaten the safety of an individual. School conduct infractions will involve a point system with more severe infractions incurring higher point accumulations and more severe consequences. Teachers and administration will adhere to the consequences in the following matrix.

### **In School Suspensions**

If a student receives in school suspension, they will be able to complete all classroom assigned work. The student will be addressed at some point during each day of in-school suspension by each of their classroom teachers. Students placed in ISS will be required to leave their cell phone with administration.

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## **Disciplinary Point System (100 Point Maximum)**

The purpose of the discipline point system is to:

1. Improve the educational environment for students, teachers, parents, and staff.
2. Inform students and parents of rules and policies.
3. Record discipline violations in a systematic way

The discipline point system is a progressive system based upon the belief that an individual does not have the right to infringe upon the rights of others. Also, all people concerned with the school have the responsibility of creating a positive learning environment.

The vehicle used to implement the discipline action will carry a point value. If 100 points are obtained before the end of the school year, then the student will be recommended for expulsion and due process will be followed. The length of suspension or expulsion will carry over into the next semester/year if the school year ends before the suspension or expulsion has been served.

The following categories will be used as a guideline to determine consequences for student misconduct, however, not all behavior can be predicted and/or categorized; therefore, the administration reserves the right to handle situations on an individual basis

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Category 1	Definition	1 <sup>st</sup> Office Referral	2 <sup>nd</sup> Office Referral	3 <sup>rd</sup> Office Referral
<b>Tardy</b>	The student is consistently late to the start of the school day or a class (and a minimum of three documented re-trainings and one parent phone conversation have taken place before an office referral).	Counsel with the student as to the reason(s) why the tardy took place. Students privileges revoked for (1 day.)	Parent Contacted indicating there is a tardy problem with their student. Schedule a parent meeting that will include the classroom teacher. Student privileges revoked for (2 days.)	Repeat 2 <sup>nd</sup> office referral for all subsequent infractions.
<b>Dress Code Violation</b>	Student consistently wears clothing that does not fit within the dress code guidelines practiced by the school/district. Staff are expected to refer this to the office immediately. Students may wear shoes or sandals with straps in the back. Students may not wear flip flops.	Parents are asked to bring clothes from home.  Student privileges are revoked for (1 day.)	Parent meeting. Parents are asked to bring clothes from home. Student privileges are revoked for (1 day.)  No points assessed.	Parent meeting. Parents are asked to bring clothes from home. Student privileges are revoked for (2 days.) Subsequent infractions will add an additional day of revoked student privileges.  Assess <b>5</b> points.
<b>Disorderly Conduct</b>	Behavior causing an interruption in a class, assembly, activity, or during bus transportation. Disorderly conduct includes sustained loud talk, yelling, or screaming; noise with materials; horseplay or roughhousing; and/or sustained out-of-seat behavior that interrupts the educational process and impedes learning or disrupting the bus (a minimum of two documented re-trainings and one parent phone conversation have taken place before an office referral).	Parent contacted and administration counsels with student. Student privileges revoked for (1 day). and No points assessed for the violation.	Parent contacted and administration counsels with the student. Student privileges revoked for (2 days) and No points assessed for the violation.	Parent contacted and administration counsels with the student. Sent to the office for a Re-Entry Plan. Student privileges revoked for (3 days) and Assess <b>5</b> points. Add an additional day of revoked student privileges for each subsequent violation.
<b>Cell Phone Violation</b>	Cell phone is out during class time, has been confiscated by teacher, and turned in to the office.	Cell phone will be held in the office until the end of the	Cell phone will be held in the office until the end of the	Cell phone will be held in the office until the end of the

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		day and returned to the student.	day and returned to the student after the student calls their parent.	day and must be picked up by the parent.
<b>Category 2</b>	<b>Definition</b>	<b>1<sup>st</sup> Office Referral</b>	<b>2<sup>nd</sup> Office Referral</b>	<b>3<sup>rd</sup> Office Referral</b>
<b>Skip class/truancy/neglecting obligation</b>	Student leaves class/school without permission or stays out of class/school without permission.	Parent contacted. I.S.S. (1 day) Assess <b>10</b> points for the violation or student's privileges revoked for (1 day) and assess <b>10</b> points for the violation.	Parent contacted. I.S.S. (2 days) Assess <b>10</b> points for the violation or student's privileges revoked for (2 days) and assess <b>10</b> points for the violation.	Parent contacted. I.S.S. (3 days). Assess <b>10</b> points for the violation or student's privileges revoked for (3 days) and assess <b>10</b> points for the violation.
<b>Skipping retraining</b>	Student consistently skips retraining from one or more teachers. When one retraining has been skipped for one teacher, that teacher will call the parent and reschedule the original retraining. If the rescheduled retraining is skipped, the teacher will refer the student to administration.	Counsel with student and call parents as to the reason(s) why the skipping took place and inform them they will need to make up the retraining and if they skip, student will be placed in I.S.S. for (1 day) or lose their student privileges for (1 day) and then walked to their retraining. Assess <b>10</b> points.	Counsel with student and call parents as to the reason(s) why the skipping took place and inform them they will need to make up the retraining and if they skip, student will be placed in I.S.S. for (2 days) or student privileges revoked for (2 days) and then walked to their retraining. Assess <b>10</b> points.	Counsel with student and call parents as to the reason(s) why the skipping took place and inform them they will need to make up the retraining and if they skip, student will be placed in I.S.S. for (3 days) or student privileges revoked for (3 days) and then walked to their retraining. Assess <b>10</b> points.
<b>Category 3</b>	<b>Definition</b>	<b>1<sup>st</sup> Office Referral</b>	<b>2<sup>nd</sup> Office Referral</b>	<b>3<sup>rd</sup> Office Referral</b>
<b>Physical Altercation</b>	Pushing, shoving, punching, or other aggressive behaviors that are stopped before escalating into a fight.	Parent contacted. I.S.S. for (1 day). Assess <b>15</b> points for the violation or student's privileges revoked for (1 day) and assess <b>15</b> points for the violation.	Parent contacted. I.S.S. for (2 days). Assess <b>15</b> points for the violation or student's privileges revoked for (2 days) and assess <b>15</b> points for the violation.	Parent contacted. I.S.S. for (3 days). Assess <b>15</b> points for any subsequent violations. Add an additional day of I.S.S. or day of revoked privileges

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				for each subsequent violation. Assess <b>15</b> points.
<b>Disruption of class, school, or bus</b>	Consistent refusal to follow directions, talking back and/or socially rude interactions. Consistent refusal to follow the bus rules. <b>Repeated class 2 offenses of disorderly conduct.</b>	Parent contacted. I.S.S. for (1 day). Assess <b>15</b> points for the violation or student privileges revoked for (1 day) and assess <b>15</b> points for the violation.	Parent contacted. I.S.S. for (2 days). Assess <b>15</b> points for the violation or student privileges revoked for (2 days) and assess <b>15</b> points for the violation.	Parent contacted. I.S.S. for (3 days) Assess <b>15</b> points or student privileges revoked for (3 days) Assess <b>15</b> points for any subsequent violations. Add an additional day of I.S.S. or day of revoked student privileges for each subsequent violation.
<b>Inappropriate Display of Affection</b>	Student engages in inappropriate (as defined by school) verbal and/or physical gestures/contact, of a sexual nature to another student/adult, either consensual or non-consensual.	Parent contacted. I.S.S. for (1 day.) Assess <b>15</b> points for the violation.	Parent contacted. I.S.S. for (2 days.) Assess <b>15</b> points for the violation.	Parent contacted. I.S.S. for (3 days) Assess <b>15</b> points for the violation. For any subsequent violations, Assess <b>15</b> points and add an additional day of ISS.
<b>Deceiving, not forthcoming for not telling the truth</b>	Student consistently delivers messages that are untrue and/or deliberately violates rules or participates in academic dishonesty.	Parent contacted. (1 day) of I.S.S. or student privileges revoked for (1 day). Assess <b>15</b> points for the violation.	Parent contacted. (2 days) of I.S.S. or student privileges revoked for (2 days). Assess <b>15</b> points for the violation.	Parent contacted. (3 days) of I.S.S. or student privileges revoked for (3 days). Assess 15 points for the violation. Assess <b>15</b> points for any subsequent violations. Add an additional day of I.S.S. or day of revoked student privileges for each subsequent violation.

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<b>Abusive language/inappropriate language/profanity/inappropriate gestures</b>	Verbal, written, hand gestures or electronic messages that include swearing, name calling or use of words in an inappropriate way and directed at an individual.	Parent contacted. I.S.S. (1 day), O.S.S. (1 day) if directed at an adult. Assess <b>15</b> points for the violation.	Parent contacted. I.S.S. (2 days) O.S.S. (2 days) if directed at an adult). Assess <b>15</b> points for the violation.	Parent contacted. I.S.S. (3 days) O.S.S. (3 days) if directed at an adult. Assess <b>15</b> points for any subsequent violations.
<b>Category 4</b>	<b>Definition</b>	<b>1<sup>st</sup> Office Referral</b>	<b>2<sup>nd</sup> Office Referral</b>	<b>3<sup>rd</sup> Office Referral</b>
<b>Forgery/theft</b>	Student is in possession of, having passed on, or being responsible for removing someone else's property or has signed a person's name without that person's permission.	Parent contacted. O.S.S. for (1 day). Assess <b>15</b> points for theft under \$10. Assess <b>25</b> points and contact S.R.O. for theft above \$10 in value.	Parent contacted. O.S.S. for (2 days). Assess <b>15</b> points for theft under \$10. Assess <b>25</b> points and contact S.R.O. for theft above \$10 in value.	Parent contacted. O.S.S. for (3 days). Assess <b>15</b> points for theft under \$10. Assess <b>25</b> points and contact S.R.O. for theft above \$10 in value. Subsequent infractions will carry 3 <sup>rd</sup> offense consequences.
<b>Harassment/bullying</b>	Student delivers disrespectful messages (verbal or gestural) to another person with direct intent that includes threats and intimidation, obscene gestures, pictures, or written notes. Disrespectful messages include negative comments based on race, religion, gender, age, and/or national origin; sustained or intense verbal attacks based on ethnic origin, disabilities or other personal matters.  Sexual harassment is defined in Article 10 Section 3 of the handbook.	Parent contacted. O.S.S. for (1 day). Assess <b>15</b> points for non-physical offense and <b>25</b> points for physical offense.  S.R.O. may be contacted.	Parent contacted. O.S.S. for (2 days). Assess <b>15</b> points for non-physical offense and <b>25</b> points for physical offense.  S.R.O. may be contacted.	Parent contacted. O.S.S. for (3 days). Assess <b>15</b> points for non-physical offense and <b>25</b> points for physical offense.  S.R.O. may be contacted.  Subsequent infractions will carry 3 <sup>rd</sup> offense consequences.
<b>Vandalism/Property Damage</b>	Student deliberately impairs the usefulness of property.  Minor vandalism includes damage valued at less than \$20.	Parent contacted. Minor vandalism will be assessed <b>15</b> points and (1 day) of I.S.S. Major vandalism will be assessed <b>25</b> points and (1 day) of O.S.S.	Parent contacted. Minor vandalism will be assessed <b>15</b> points and (2 days) of I.S.S. Major vandalism will be assessed <b>25</b>	Parent contacted. Minor vandalism will be assessed <b>15</b> points and (3 days) of I.S.S. Major vandalism will be assessed <b>25</b> points

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	Major vandalism includes damage valued at more than \$20.		points and (2 days) of O.S.S.	and (3 days) of O.S.S. Subsequent infractions will receive an additional day of I.S.S/O.S.S.
<b>Possession/use of tobacco products (smoking, chewing, vaping, e-cigarettes)</b>	Student is in possession of tobacco products (smoking, chewing, vaping, e-cigarettes)	Parent contacted. Contact S.R.O. (3 days) of O.S.S. Assess <b>25</b> points.	Parent contacted. Contact S.R.O. (5 days) of O.S.S. Assess <b>25</b> points.	Parent contacted. S.R.O. shall be called, and (10 days of O.S.S.) Assess <b>25</b> points for a fighting violation. A fourth offense will lead to recommended expulsion.
<b>Category 5</b>	<b>Definition</b>	<b>1<sup>st</sup> Office Referral</b>	<b>2<sup>nd</sup> Office Referral</b>	<b>3<sup>rd</sup> Office Referral</b>
<b>Fighting/physical assault</b>	Intentional actions involving serious physical contact where injury may occur (i.e. hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.) with the intent to cause serious harm.	Parent contacted. S.R.O. shall be called, and (3 days of O.S.S.) Assess <b>25</b> points for a fighting violation.	Parent contacted. S.R.O. shall be called, and (5 days of O.S.S.) Assess <b>25</b> points for a fighting violation.	Parent contacted. S.R.O. shall be called, and (10 days of O.S.S.) Assess <b>25</b> points for a fighting violation. A fourth offense will lead to recommended expulsion.
<b>Promotion of a Fight/Video of Fight</b>	Student takes video of a fight with cell phone or other recording device.  Student posts video of fight on the internet/social media such as Snapchat	Parent contacted. S.R.O. shall be called, and (3 days of O.S.S.) Assess <b>25</b> points for a fighting violation. Video is to be deleted before leaving school unless a copy is requested by law enforcement.	Parent contacted. S.R.O. shall be called, and (5 days of O.S.S.) Assess <b>25</b> points for a fighting violation. Video is to be deleted before leaving school unless a copy is requested by law enforcement.	Parent contacted. S.R.O. shall be called, and (10 days of O.S.S.) Assess <b>25</b> points for a fighting violation. A fourth offense will lead to recommended expulsion. Video is to be deleted before leaving school unless a copy is requested by law enforcement.

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<b>Alcohol</b>	Student is in possession, under the influence of, or is using alcohol.	Parent contacted. Contact S.R.O. (3 days of O.S.S.) Assess <b>25</b> points for the violation.	Parent contacted. Contact S.R.O. (5 days of O.S.S.) Assess <b>25</b> points for the violation.	Parent contacted. Contact S.R.O. (Minimum 10 days of O.S.S.) Assess <b>25</b> points for the violation. A fourth offense will lead to recommended expulsion.
<b>Drugs</b>	Student is in possession of or is using illegal drugs/substances, imitations, or prescription drugs prescribed to another person.	Parent meeting. Contact S.R.O. (3 days of O.S.S.) Assess <b>25</b> points for the violation.	Parent meeting. Contact S.R.O. (5 days of O.S.S.) Assess <b>25</b> points for the violation.	Parent meeting. Contact S.R.O. (minimum 10 days of O.S.S.) Assess <b>25</b> points for the violation. A fourth offense will lead to recommended expulsion.
<b>Category 6</b>				
<b>Category 6</b>	<b>Definition</b>	<b>1<sup>st</sup> Office Referral</b>	<b>2<sup>nd</sup> Office Referral</b>	<b>3<sup>rd</sup> Office Referral</b>
<b>Assault without victim's opportunity to initially defend self, attack from behind.</b>	Student attacks another student from behind or in a defenseless position.	Referral to law enforcement, (5 days O.S.S.) Assess <b>35</b> points.	Referral to law enforcement, (5 days O.S.S.) Assess <b>35</b> points.	Referral to law enforcement, (5 days O.S.S.) Assess <b>35</b> points. Recommendation for expulsion.
<b>Arson</b>	Student plans and/or participates in burning of property or starting a fire on school grounds.	Referral to law enforcement; (Minimum 10 days of O.S.S.) with possible recommendation for expulsion. Assess <b>50</b> points.	Referral to law enforcement, 10 days O.S.S. Recommendation for expulsion.	
<b>False Fire Alarm</b>	Student pulls a fire alarm without the presence of a fire.	Referral to law enforcement; (Minimum 10 days of O.S.S.) with possible	Referral to law enforcement, 10 days O.S.S. Recommendation for expulsion.	

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		recommendation for expulsion. Assess <b>50</b> points.		
<b>Weapons</b>	Student is in possession of a weapon other than a firearm that can cause bodily harm.	Referral to law enforcement; Minimum 10 days of O.S.S. with possible recommendation for expulsion. Assess <b>50</b> points.	Referral to law enforcement 10 days O.S.S. Recommendation for expulsion.	
<b>Selling drugs, alcohol, and/or tobacco</b>	Student sells or attempts to sell drugs, alcohol, and/or tobacco on campus, in a school vehicle, or at a school event.	Referral to law enforcement; Minimum 10 days of O.S.S. with possible recommendation for expulsion. Assess <b>50</b> points.	Referral to law enforcement 10 days O.S.S. Recommendation for expulsion.	
<b>Category 7</b>	<b>Definition</b>	<b>1<sup>st</sup> Office Referral</b>	<b>2<sup>nd</sup> Office Referral</b>	<b>3<sup>rd</sup> Office Referral</b>
<b>Physical Assault on a Staff Member</b>	Student initiates a violent attack (shoving, slapping, hitting, and/or kicking) against a classified or certified staff member.	Referral to law enforcement.  Recommendation for expulsion.  Assess <b>100</b> points.		
<b>Possession of a Firearm</b>	The act of possession, using or threatening to use any firearm.	Referral to law enforcement.  Recommendation for expulsion.  Assess <b>100</b> points.		
<b>Sexual Assault</b>	Sexual assault is any type of sexual contact or behavior that occurs without the explicit consent of the recipient. Falling under the definition of sexual assault are sexual activities as forced sexual intercourse, forcible sodomy, incest, fondling, and attempted rape. (US Dept. of Justice)	Referral to law enforcement.  Recommendation for expulsion.  Assess <b>100</b> points.		

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<b>Bomb Threat</b>	Student delivers a message of possible explosive materials being on-campus, near campus, and/or pending explosion.	Referral to law enforcement.  Recommendation for expulsion.  Assess <b>100</b> points.		
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