



Behavior

Guidelines

BEHAVIOR GUIDELINES

Classroom Offenses: Teachers may use an interaction with a student, assign detention, or refer an incident to an assistant principal for other consequences to properly manage their classroom. Incidents which disturb or disrupt the educational process in the classroom may include, but are not limited to the list below:

1. **Classroom Disturbances:** Behavior which distracts from the educational process and disrupts the learning environment.
2. **Failure to Serve Classroom Detention:** Failure to appear for detention at the time assigned or expected by the teacher or administrator. This also includes leaving or being dismissed before the entire detention has been served.
3. **Insubordination/Disrespect:** Choosing not to follow instructions, refusal to respond to a reasonable request, or situations in which the student is shown to be habitually disobedient.
4. **Profanity / Graffiti:** Use of obscene language or communication that is verbal, written or graphic. Communication with sexual overtones and innuendo are included. In addition, the writing on school property in a way which does not permanently damage said property.
5. **Tardy to Class:** Students are tardy to class if they are not in their assigned classroom when the tardy bell rings.

School Offenses: Incidents which take place in the halls, cafeteria, parking lot, school grounds, school buses, or at school activities which disturb or disrupt the educational process or violate an individual's rights and are not in the best interest of the school include, but are not limited to the list below:

1. **Alcohol Consumption/Possession,** and
2. **Drug Consumption/Possession:** Using, possessing, selling, dispensing, or being under the influence of any mood-altering drugs, alcohol, or possessing drug paraphernalia at school, on school property, or at a school sponsored activity. Law Enforcement Authorities will be notified to administer appropriate legal consequences.
3. **Arson:** The act of setting fire to school property or personal property within a school building to cause destruction of said property
4. **Battery (Aggravated Assault):** Physical attack; intentional striking and causing bodily harm of another person against his or her will.
5. **Cheating/plagiarism:** The act of deception or fraud; claiming a dishonest gain. Altering marks, letter grades or percentages, and stealing another student's or author's work, without giving credit, are included. In all instances of cheating or plagiarism, no credit will be allowed.
6. **Computer Violation:** Intentional damage to a computer, damage as a result of negligence, or failing to follow WHS Acceptable Use Policy.
7. **Computer Network Violation:** Prohibited activities as outlined in the Acceptable Use Policy.
8. **Disruption of School:** Any act which substantially disrupts the orderly conduct of a school function or the orderly learning environment, or poses a threat to the health, safety, and/or welfare of students, staff, or others.
9. **Electronic Devices Violation:** Accessing, using, or sharing cell phones or other electronic devices which are unnecessary for school purposes during the school day.
10. **Falsifying Information:** Incidents which are designed to deceive teachers, administrators, or other authorities, including falsifying a WHS document, falsifying a parent phone call to excuse an absence or falsely using another student's ID.
11. **Fighting:** Mutual participation in an incident involving physical violence, where there is no one main offender and no major injury.

12. **Grand Theft:** Stealing or attempting to steal private or school property valued at or in excess of \$500.
13. **Gross Insubordination:** Disrespecting teachers, administrators, or any other staff members in a way this is profane, aggressive, or threatening.
14. **Inappropriate Dress:** Students are expected to dress with standards that enhance a learning environment. Profanity and suggestive themes, such as alcohol, drugs, tobacco, sex, death, suicide, violence, or other dress that is revealing or distracting to the learning environment (including hats), will not be permitted.
15. **Instigating:** Agitating a situation that may cause or escalate a conflict.
16. **Insubordination/Disrespect:** Student conduct deemed as failure to follow directions, failure to accept criticism or consequences, inability to disagree appropriately or situations in which the student is shown to be habitually disobedient.
17. **Leaving Without Authorization:** Leaving the high school building or classroom without permission of the school nurse, assistant principal, principal, or counselor. Parents/guardians must be contacted and give consent before the student may be dismissed from school.
18. **Physical Aggression:** Behavior causing or threatening physical harm towards others.
19. **Profanity/Graffiti:** Use of obscene language or communications that is verbal, written or graphic. Communication with sexual overtones and innuendo and included. In addition the writing on school property in a way which does not permanently damage said property.
20. **Sex Offenses:** Includes consenting sexual behavior or contact involving students, pornography, and indecent exposure.
21. **Sexual Harassment:** Unwelcome sexual advances, requests for sexual favors, or other physical or verbal conduct or communication of sexual nature that creates an intimidating, hostile, or offensive educational environment.
22. **Skiping/Truancy:** The act of staying away from class without permission or reasonable cause, choosing to attend a class scheduled at a different time without permission of the teachers, or remaining in the building in an unsupervised area.
23. **Skiping Detention:** Failure to appear for detention at the date and time assigned or expected by the assistant principal or principal. Skiping detention may also include arriving late for detention or choosing to leave detention before the full time has been served.
24. **Theft:** Stealing or attempting to steal private or school property. This includes confiscation of another student's computer files and documents.
25. **Threats and/or Intimidation:** Inducing fear or a sense of inferiority into another. Bullying, name-calling, teasing, taunting, coercive behavior, humiliation, or similar conduct that occurs repeatedly over time and constitutes interference with an individual's rights or school purposes. Physical, verbal, written, or electronic action, which immediately creates fear of harm, without displaying a weapon and without subjecting the victim to actual physical attack.
26. **Tobacco Possession or Use:** Using, possessing, selling, or dispensing tobacco on school property or at a school sponsored activity. Law Enforcement Authorities will be notified to administer appropriate legal consequences. Students will be encouraged to participate in a non-smoking class for tobacco violations. This includes e-cigarettes and vape products.
27. **Vandalism:** Willfully causing or attempting to cause damage to private or school property. This includes alteration of the school or a student's computer program, files, or systems.
28. **Weapons:** A dangerous weapon is defined as any firearm, or air gun, knife or device, instrument, material or, substance, whether animate or inanimate, which is calculated or designed to inflict death or serious bodily harm, or by the manner in which it is used is likely to inflict death or bodily harm. (BOE Policy JDDAA)

Because it is not possible to list every inappropriate behavior that occurs, the administration and staff reserve the right to administer alternative consequences to inappropriate behaviors not included in this code.

High School Discipline Matrix

Because it is impossible to list every inappropriate behavior that occurs and its possible consequence, administration and staff reserve the right to administer alternative consequences to inappropriate behavior.

	1st Incident Consequences are listed on a continuum depending on severity of infraction. Any or all may be used.	2nd Incident Consequences are listed on a continuum depending on severity of infraction. Any or all may be used.	3rd Incident Consequences are listed on a continuum depending on severity of infraction. Any or all may be used.	4th+ Incident Consequences are listed on a continuum depending on severity of infraction. Any or all may be used.
<p>*Violation of each behavior infraction follows through its own progression of violation/s. (ie: Multiple Class One violations do not add up unless they are the same behavior violation.)</p> <p>Level 1</p> <p>Academic Dishonesty, Class Disturbance, Dress Code Violation, Electronic Device Violation, Excessive Tardies, Inappropriate Language, Parking Lot Violation, Skipping Class, Skipping Detention</p>	<p>Intervention</p> <p>Detention</p>	<p>Detention</p> <p>In-School Suspension (1 Day)</p>	<p>Detention</p> <p>In-School Suspension (1-2 Days)</p>	<p>Detention</p> <p>In-School Suspension (2-3 Days)</p> <p>Out of School Suspension (1 Day)</p>
<p>Level 2</p> <p>Excessive Absences, Instigating, Non-compliance, Physical Aggression, Bullying</p>	<p>Detention</p> <p>In-School Suspension (1-2 Days)</p> <p>Parent Conference</p>	<p>Detention</p> <p>In-School Suspension (1-3 Days)</p> <p>Referral to Law Enforcement</p>	<p>In-School Suspension (3-5 Days)</p> <p>Out of School Suspension</p> <p>Referral to Law Enforcement</p>	<p>Out of School Suspension (1+ Days)</p> <p>Alternate Placement</p> <p>Referral to Law Enforcement</p>
<p>Level 3</p> <p>Gross Insubordination, Harassment, Sexual Harrassment, Truancy, Threat/Intimidation</p>	<p>Detention</p> <p>In-School Suspension (1-3 Days)</p> <p>Out of School Suspension (1 Day)</p> <p>Parent Conference</p> <p>Referral to Law Enforcement</p>	<p>In-School Suspension (2-4 Days)</p> <p>Out of School Suspension (1-3 Days)</p> <p>Parent Conference</p> <p>Referral to Law Enforcement</p>	<p>Out of School Suspension (3-5 Days)</p> <p>Parent Conference</p> <p>Referral to Law Enforcement</p>	<p>Out of School Suspension (3+ Days)</p> <p>Referral to Law Enforcement</p> <p>Alternate Placement</p>
<p>Level 4</p> <p>Alcohol, Drugs (Other than Alcohol), Fighting, Disorderly Conduct, Larceny/Theft, Sexual Offense, Tobacco/Vape, Vandalism,</p>	<p>In-School Suspension (1-3 Days)</p> <p>Out of School Suspension (1-5 Days)</p> <p>Parent Conference</p> <p>Referral to Law Enforcement</p> <p>Counseling Referral</p>	<p>In-School Suspension (1-3 Days)</p> <p>Out of School Suspension (3-7 Days)</p> <p>Parent Conference</p> <p>Referral to Law Enforcement</p> <p>Counseling Referral</p>	<p>In-School Suspension (1-3 Days)</p> <p>Out of School Suspension (7-10 Days)</p> <p>Alternate Placement</p> <p>Parent Conference</p> <p>Referral to Law Enforcement</p> <p>Counseling Referral</p>	<p>In-School Suspension (1-3 Days)</p> <p>Out of School Suspension (10 Days)</p> <p>Referral for Long Term Suspension</p> <p>Alternate Placement</p> <p>Parent Conference</p> <p>Referral to Law Enforcement</p> <p>Counseling Referral</p>
<p>Level 5</p> <p>Arson, Battery, Endangerment to Life, Grand Theft, Sexual Battery, Terroristic Threat, Weapons (other), Weapons (firearm)</p>	<p>Out of School Suspension (5-10 Days)</p> <p>Long-Term Suspension</p> <p>Referral to Law Enforcement</p> <p>Threat Assessment</p>	<p>Out of School Suspension (7-10 Days)</p> <p>Long-Term Suspension</p> <p>Expulsion</p> <p>Alternate Placement</p> <p>Referral to Law Enforcement</p> <p>Threat Assessment</p>	<p>Long-Term Suspension</p> <p>Expulsion</p> <p>Alternate Placement</p> <p>Referral to Law Enforcement</p> <p>Threat Assessment</p>	<p>Long-Term Suspension</p> <p>Expulsion</p> <p>Alternate Placement</p> <p>Referral to Law Enforcement</p> <p>Threat Assessment</p>

CONSEQUENCES OF INAPPROPRIATE BEHAVIOR

Consequences are designed to be fair, firm, and consistent for all students. They apply to all students in school, on district buses and at school events. Consequences listed are minimums. The principal has the latitude to modify penalties. Additionally, the administrator will have the authority to enforce other reasonable disciplinary consequences found warranted by the situation.

Consequences which may be used by district staff to discipline students and/or encourage them to modify their behaviors include but are not limited to the following:

1. **Administrative Hearing:** Formal meeting involving principals, parents, and student to discuss behavior plan, alternative consequences or recommendation for long term suspension due to frequent and regular inappropriate behaviors.
2. **Apology:** A regretful acknowledgement of an offense or failure.
3. **Behavior Contract:** A document outlining appropriate behavior and consequences that will be enforced for inappropriate behavior. Contracts will progress from minor consequences (detention) to those more severe (removal from class). Contracts will be written by the teacher and assistant principal and discussed during parent/guardian conferences.
4. **Counseling Referral:** A mandatory counseling meeting between the student and a counselor of his/her choice to discuss problems relating to attendance, harassment, profanity, insubordination, violence, or drugs. Suspension from school may continue when a student refuses to meet with a counselor or follow the recommendation of a counseling evaluation.
5. **Detention (Principal):** Detention is time spent with a principal or detention supervisor before or after the close of the school day for the purpose of learning appropriate behaviors, ways to resolve differences, and completing school work. The length of time and place for detention will be assigned by an assistant principal. Detentions will be held from 7:00 to 8:25AM or 3:35 to 5:00PM. Students failing to serve detention when assigned may be assigned to PAS.
6. **Detention (Teacher):** Teacher Detention is time spent with a teacher either before the start of the school day or after the close of the school day for the purpose of discussing inappropriate behaviors, ways to resolve differences or for additional time to complete school work. Detention will be assigned 8:00-8:25AM and 3:30-4:00PM. The length of time and place for detention will be assigned by the teacher.
7. **Expulsion:** Denial of a student's membership in school by the Board of Education for a period of time not to exceed one year. If inappropriate behavior is repeated, despite the efforts of teachers, counselors, administrators and parents to support changes in behavior, the student may subject himself/herself to expulsion by the Board of Education. Expulsion may be recommended for a Class 6 Offense of the Uniform Code of Behavior.
8. **Fines or Restitution:** Returning to the school or private persons that which has been stolen or damaged; also, making good for the loss or damage; reimbursement.
9. **Long Term Suspension (LTS):** Temporary denial to a student by the superintendent of participation in school and school activities for 10 or more days but not to exceed 90 days. Suspension will be served out of school.
10. **Out-Of-School Suspension (OSS):** Temporary denial to a student by the principal or assistant principal of participation in all classes and school activities. Suspension will be served out of school.

11. **Parent/Guardian Conference:** A school administrator or teacher will either call or send written notification of disciplinary infractions. Conferences may require the parents/guardians to come to school to visit with administrators, teachers, or counselors. It is recommended that a parent/guardian conference be held before readmitting a student to school following an Out-of-School Suspension.
12. **In School Suspension (ISS):** Temporary denial to a student by a principal of participation in a class. Students assigned to the PAS room will have the opportunity to earn credit for work completed in PAS.
13. **Referral to Law Enforcement:** A consequence for all offenses listed in the Uniform Code of Behavior which break any civil law or the consequences of which pose a threat to the student or others and are not in the best interest of the school. School administration will coordinate their work with the School Resource Officer in these situations.
14. **Removal from Class:** Permanent denial to a student by the principal and superintendent of participation and credit for a class. Removal may result from terms of a behavior contract or excess in absences.
15. **Restricted or Suspended Privileges:** The temporary loss or denial of privileges by a principal or teacher. Privileges such as the use of computers at home, open-campus lunch, open-campus study hall, and carrying a mobile phone are included.
16. **Student Intervention Plan (SIP):** A team of staff members who work together to help students become and remain successful in school. The SIP team may meet with parents/guardians to discuss their child's academic progress and behavior.
17. **Student Conference:** Conference between the principal and a student for the purpose of discussing patterns of inappropriate behaviors. A student conference may be held to collect information and issue consequences.
18. **Substance Abuse Evaluation:** An evaluation administered by a drug/alcohol counselor in the school district or outside agency to determine a plan of action for drug counseling, rehabilitation, or other recommendation.
19. **Office Referral:** Students may serve detention with the classroom teacher to resolve conflict and return to the classroom. A student will be referred to assistant principal's office when behavior violates the Uniform Code of Behavior in disruptive ways that are preventing other students from learning or distracting the teacher from providing full attention to the needs of all class members. Temporary denial to a student of participation in a class.