

APPENDIX B: Northern Cass Secondary Disciplinary Matrix

Northern Cass School Discipline Matrix for Levels 6-12

The following are suggested consequences for certain school violations. The School and District maintain the right to modify any consequence based on the nature of the specific incident.

BEHAVIOR	ACTION TAKEN				
Level 1	1x	2x	3x	4x	5x
Loitering	Minimum	Minimum	Minimum	Minimum	Minimum
Disturbance	Educator Call Home - Teacher Conference	Teacher Conference-Detention	Admin Conference-Detention	Meeting with Counselor-1/2-Day ISS	Meeting with Counselor-1-Day ISS
In hallway without permission					
Running in the hallway	Maximum	Maximum	Maximum	Maximum	Maximum
Throwing objects	1-Day Suspension	1-Day Suspension	3-Day Suspension	3-Day Suspension	5-Day Suspension
Dress Code Violation					
Level 2	1x	2x	3x	4x	5x
Disruption	Minimum	Minimum	Minimum	Minimum	Minimum
Leaving Class w/out permission	Educator Call Home - Teacher Conference	Admin Conference-Detention	1-Day Suspension-Meeting w/Counselor	2-Day Suspension-Meeting w/Counselor	3-Day Suspension-Committee Referral (Parents, Educators, Administrator)
Skipping Class (Automatic 1 Hour Detention)					
Insubordinate behavior					
Interference with learning					
Disruptive objects	Maximum	Maximum	Maximum	Maximum	Maximum
Forgery	3-Day Suspension	3-Day Suspension	5-Day Suspension	5-Day Suspension	Expulsion
Profanity					
Cheating/Plagiarism					
Disrespect					
Level 3	1x	2x	3x	4x	5x
Fighting	Go right to Step 3		Minimum	Minimum	Minimum
Verbal assault on staff			Detention to 1/2 day ISSuspension	1-Day Suspension	5-Day Suspension
Bullying/threatening					
Vandalism					
Theft			Maximum	Maximum	Maximum
Trespassing or violations of law			Expulsion	Expulsion	Expulsion
Level 4	1x	2x	3x	4x	5x
Using social media to send/request inappropriate images	Go right to Step 3		Minimum	Minimum	Minimum
			3 Day ISS	5 Day ISS	3 Day OSS
Use, possession, or under the influence of drugs or alcohol	Go right to Step 4			Minimum	Minimum
				3-Day Suspension	5-Day Suspension
Use or possession of tobacco on school grounds (including electronic devices and paraphernalia)	Go right to Step 4			Maximum	Maximum
				Expulsion	Expulsion
Level 5	1x	2x	3x	4x	5x
Assault on staff	Go right to Step 4			Minimum	Minimum
				3-Day Suspension	5-Day Suspension
Drug Distribution	Go right to Step 4			Maximum	Maximum
				Expulsion	Expulsion
Drug Distribution/Selling	Go right to Step 4			Expulsion	Expulsion

APPENDIX B: Northern Cass Secondary Disciplinary Matrix Continued...

Weapons	1x	2x	3x	4x	5x
Weapon, self-reported by learner, defined as not dangerous	Confiscate weapon, Parent Conference				
Weapon, self reported, defined as dangerous	Confiscate weapon, Parent Conference, minimum 1 hour detention				
Weapon, not self-reported Not defined as dangerous weapon	Go right to Step 3		Minimum 1 day suspension	Minimum 3 day suspension	Minimum 5 day suspension
Weapon, meets definition of dangerous weapon	Go right to Step 4		Maximum Expulsion	Maximum Expulsion	Maximum Expulsion
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Bus Conduct	1x	2x	3x	4x	5x
A learner who is misbehaving on the bus will be first addressed by the bus driver. If the behavior continues or escalates, the driver will notify administration. There are cameras on most buses. These cameras may be used to review the incident. NOTE: Due to rough roads and technology failure, these cameras do occasionally quit recording.	Minimum	Minimum	Minimum	Minimum	Minimum
	Warning and parent contact	Detention and parent contact	Loss of Riding 1-2 days	Loss of riding 1 week	Loss of riding 2 weeks
	Maximum	Maximum	Maximum	Maximum	Maximum
	Loss of riding 1-2 days	Loss of riding 1 week	Loss of riding 20 days or 40 rides	Loss of riding 90 days or 180 rides	Loss of riding for a full year
Tardies (per semester)	1x	2x	3x	4x	5x
A learner who show up to class 5 minutes or less is considered tardy. Learners who are tardy will serve a 1/2 hour detention after school for every other tardy up to 10 (i.e. - first tardy is no detention and second tardy is detention).	Minimum	Minimum	Minimum	Minimum	Minimum
	Warning by administrator	1/2 hour detention (must be served within two days of educator/administration notice)	Warning by administrator	1/2 hour detention	Warning by administrator
			Maximum	Maximum	Maximum
			Serve a 1/2 hour detention after school for every other tardy to 10	Serve a 1-hour detention after school for every other tardy from 11 to 20. (must be served within two days of educator/administration notice)	Serve a full day during an educator PD day or Saturday School for accumulation of 20 or more tardies. Requirement will be to attend a full school day from 8:30 to 3:30.
Cellphones	1x	2x	3x	4x	5x
Cellphones are not permitted during class and instructional time, including resource time and areas that are an extension of the learning center. Educators may have specific locations where cellphones are to be placed during class/instructional time. Learners are permitted to use cellphones during passing times between classes and lunch period. Levels 6-8 can use phones during lunch only.	Educator Warning	Confiscated for class period, parent contact.	Confiscated for day, administration notified, parent notified.	Confiscated until end of week, learners check in phone each morning to the office. Parent notified.	Confiscated until end of week, parents pick up and serving one hour detention.
Technology Violation	1x	2x	3x	4x	5x
Violation of Technology Policy Agreement .	Minimum	Minimum	Minimum		
Second offense addition, the parent and learner (together) must schedule a time to participate in a digital citizenship session at the school. This cannot be done during school hours-either before after school time.	Verbal Warning	Loss of device for 5 days	Loss of Device for up to 20 days		
	Innapropriate Pictures/Videos: 3 days of ISS and loss of Device for 5 days	Innapropriate Pictures/Videos: 5 days of ISS and loss of device for remaining school year.			
	Maximum	Maximum	Maximum		
	Loss of Device for 5 Days	Loss of device for up to 20 days	Potential loss of device for remainder of the school year		