

## **PROGRESSIVE DISCIPLINE PLAN**

### **1. After-School Community Service**

-Any student who is sent to the principal's office for any of the following reasons will:

1. Serve one hour of community service a letter and a phone call will notify the parents.

- Inappropriate use of the computer
- Use of the copy machine or other school equipment without permission
- Use of profanity or foul language
- Cheating (will receive a 0%)
- In the parking lot during school without a pass
- Second violation of dress code
- In the hallway during class without a pass
- Inappropriate parking lot driving
- Leaving school grounds without permission
- Defiance of school staff
- Pop/Gatorade/juice/snacks in library
- Skipping class without permission
- Leaving class without permission
- Inappropriate materials in school
- Leaving lunchroom without permission
- Use of cell phone during class

**ALL COMMUNITY SERVICES MUST BE SERVED WITHIN 48 HOURS OF RECEIVING THEM. ANY STUDENT WHO SKIPS WILL HAVE ONE DAY OF ISS.**

### **2. Saturday Detention**

- Any student who is sent to the principal's office three times in one school year will:

- Serve a Saturday detention
- A letter and a phone call will notify the parents.

**ALL SATURDAY DETENTION MUST BE SERVED WITHIN TWO WEEKS OF RECEIVING THEM. ANY STUDENT WHO SKIPS WILL HAVE ONE DAY OF ISS.**

### **3. In-School Suspension or ISS (During ISS students will receive normal grades and attendance)**

-Any student who is sent to the principal's office four times in one school year will:

- Serve two days of ISS
- A letter and a phone call will notify the parents.

**4. Out-of-School Suspension or OSS (one to five days) (During OSS students will receive 0% on grades and every day of OSS counts as one day of an unexcused absence).**

-Any student who is sent to the principal's office five times in one school year for one of the offenses above will:

- Serve three days of OSS.
- A letter and a phone call will notify the parents.

- Any student who is sent to the principal's office six times in one school year for one of the offenses above will:

- Serve five days of OSS.
- A letter and a phone call will notify the parents.

-The following behaviors will result in **immediate OSS**, skipping Steps 1, 2 and 3.

	<u>1<sup>ST</sup> OFFENSE</u>	<u>2<sup>ND</sup> OFFENSE</u>
* Physical fight or assault	3 days	5 days
* Vandalism	3 days	5 days
* Intentional destruction of property	3 days	5 days
* Profanity towards school staff	3 days	5 days
* Possession of pornographic materials	3 days	5 days
* Theft	3 days	5 days

**5. Out-of-School Suspension for Tobacco Offense.**

-First offense 3 days with 2 days suspended based on the following conditions. If any of the conditions are not followed, the original suspension of 3 days will be reinstated.

- Must attend 4 - 50 minute classes. The classes will be provided at the school and will deal with quitting tobacco use.
- Must complete 5 hours of community service for the school district.

-Second Offense 5 days with the 2 suspended days being reinstated.

**6. Out-of-School Suspension for all Drug and Alcohol Offenses.**

-First Offense 10 days with 5 days suspended based on the following conditions. If any of the conditions are not followed, then the original suspension of 10 days will be reinstated.

- Do a drug and alcohol evaluation at own expense and present it to the administration.
- Must follow any recommendation from the drug and alcohol evaluation at own expense.
- Must submit to a random drug and alcohol test by the administration at own expense.
- Must complete 40 hours of community service for the school district.
- Must follow the discipline and attendance plan.

-Second Offense Expulsion from school for the remainder of the school year.

## **7. Referral to the Board of Education for disciplinary action**

- Any student who is sent to the office seven times in one school year
- Any student who has exhausted the offenses on step 3 (OSS)
- Possession of a weapon
- Bomb threat
- Sexual Harassment
- Intent to distribute a controlled substance on school property
- Endangering the life of others.

*The Progressive Discipline Policy will be used in conjunction with existing policy in an effort to make consequences firm, fair and consistent for all students. Because it is impossible to list every misbehavior that occurs, the administration and staff reserves the right to respond to misbehaviors not included in the policy.*

After a student serves his/her punishment for one of the steps listed above, he/she can remove that step from his/her discipline records by serving 15 hours of community service to the school.