

# DISCIPLINE MATRIX

Code	Offense	Level 1	Level 2	Level 3
<b>A</b>	Failure to Comply with General Classroom Rules	Teacher/Student Conference Seating Change One day Lunch Detention Letter of Apology	Parent Contact Office Referral and Two Days Lunch Detention Behavior Essay	Parent Contact Office Referral and 3 Days Lunch Detention Counselor Conference
<b>B</b>	Dress Code Violation	Office Referral Dress Code Clothing Parent Contact	Office Referral Student sent home with parent or the parent brings clothing for the student 1 day Community Service	Office Referral Parent Contact 1-3 day(s) Suspension
<b>C</b>	Tardy to School or Class	Teacher/Student Conference One Day Lunch Detention Student-Generated Solution	Parent Phone Call Two Days Lunch Detention Teacher-Generated Solution	Parent Conference Three Days Lunch Detention
<b>D</b>	Tardy to Class from Lunch	Lose 4 Days of Open Campus Privileges	Lose 8 Days of Open Campus Privileges	Complete Loss of Open Campus Privileges for the School Year
<b>E</b>	Inappropriate use and/or display of technology in class including: cell phones, music players, personal computers, tablets, etc.	Confiscate the device until the parent(s) can pick up the electronic device. Letter of Apology	Confiscate the device until the parent(s) can pick up the electronic device. 1-day Community Service Parent Conference Behavior Essay	1-3 Day(s) Community Service Confiscate the Device and Privileges are lost. The length of time to be determined by the principal. Parent Conference
<b>F</b>	Cheating/Academic Misconduct Forgery, or Lying to the Staff	Parent Conference No Credit for Assignment Alternative Assignment Letter of Apology	Parent Contact 2-day suspension No Credit for Assignment Alternative Assignment Teacher-Generated Solution	No Credit for Assignment 2-5 days Suspension Placed on Academic Probation If a dual-credit class, loss of credit for the course.
<b>G</b>	Missing/Late Assignments	Parent Phone Call Teacher/Student Conference 1 day-deduct 1 full grade (11 pts).	Parent Phone Call Principal/Teacher/Student Conference 2 days-deduct another full grade (10 pts.)  Pull from elective to work on assignments	Office Referral Lunch Detention Remove from class to work in the office 3-days-deduct another full grade (10 pts.)  Sit out of school-related activities, i.e., Athletics, FFA, Cheer, Dance, Prom, etc.
<b>H</b>	Public Display of Affection (hallway, school-related activities, classroom, bus, etc.	Teacher/Student Conference Parent Contact Alternate Seating Arrangement Behavior Essay	Parent Contact 1 Day Lunch Detention Counselor Conference	Parent Conference Office Referral 2 Days Lunch Detention Alternate Education Placement (AEP)
<b>I</b>	Caps/Hats worn Indoors	Student removes Hat/Cap Teacher/Student Conference Letter of Apology	Parent Contact Parent may pick up cap from teacher One Day Lunch Detention Behavior Essay	Office Referral Parent Contact Parent may pick up cap from Principal Two Days Lunch Detention
<b>J</b>	Insubordination: Defiance, Disrespect, Disruptive behavior or Uncontrolled behavior.	Parent Contact Community Service Student-Generated Solution Letter(s) of apology to those affected.	Parent Contact Community Service Letter(s) of apology to those affected 1-3 day(s) Suspension Behavior Essay	Parent Conference 3-5 days Suspension Consider AEP or Expulsion