



Good...Better...BEST

Edison School of the Arts

2018-2019 School-Wide Discipline Plan

Levels of Response: A variety of corrective and restorative responses may be used progressively, beginning with the lowest level.

<p>Level 1: Classroom and Building Based Corrective Responses – May be appropriate for behavior that should be managed by the teacher in the classroom and usually do not warrant a discipline referral to the administrator. May be appropriate when students have no prior incidents and interventions have not been put in place.</p>	<p>Level 2: Support Staff, Administrative and Classroom Teacher Corrective Responses – May be appropriate for inappropriate behavior that should be supported by the teacher and collaborative team, including parent/family. Also, appropriate when supports have been put in place to address behavior but the behavior has continued to negatively affect the learning and/or safety of the student and others. Corrective responses will NOT include removal from school, but may include in-school suspension.</p>	<p>Level 3: Intensive Personalized Corrective Responses – May be appropriate when interventions and supports have been put in place and/or the behavior <u>significantly</u> affects the student and/or the learning and safety of others. Level 3 responses to behavioral incidents may include in-school or out-of-school suspension on the first violation, if it is a safety related behavior. In-school suspension should be considered prior to using an out-of-school suspension.</p>	<p>Level 4: Corrective Responses for Serious Violations – May be appropriate when student's behavior <u>seriously</u> affects the learning environment or the safety of the student and/or others in the school. Response to the offense(s) at this level could include extended suspension, expulsion and/or referral to law enforcement.</p>
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District-Wide Behavioral Expectations	Examples of Expected Behaviors	Behavior Violation	Level 1	Level 2	Level 3	Level 4	Must Be Referred to School Police
		Section 1: Disrespectful Behavior	In Class	GLC, LD, ASD, ISS	ISS, OSS	Extended OSS, Expulsion, IPS Police	
Be Respectful	Stay in place, listen and focus when adults are talking to you.	1. Walking Away: Leaving while a staff member or adult in authority is talking to the student.	■	GLC, LD	ISS Only		
Be Respectful	Listen and focus when adults are talking to you and be silent, or respond positively.	2. Talking Back: Using verbal insults or put downs or responding orally in a rude manner to a staff member or adult in authority.	■	GLC, LD, ASD	ISS, OSS 2-day Suspension Mas.		

District-Wide Behavioral Expectations	Examples of Expected Behaviors	Behavior Violation	Level 1	Level 2	Level 3	Level 4	Must Be Referred to School Police
Section 1: Disrespectful Behavior Cont.							
Be Respectful	Tell the truth when speaking and writing.	3. False Information:					
		a. Providing false or misleading information, written or oral (not including bullying).	✘	GLC, LD, ASD	ISS, OSS 1 Day Max.		
		b. Providing false or misleading information, written or oral regarding bullying.	✘	GLC, LD, ASD	ISS, OSS 2 Day Max.		
Be Respectful	Use positive school language	4. Swearing/Profanity: Using language that is offensive or obscene.	✘	GLC, LD, ASD, ISS			
Be Respectful	Use positive school language	5. Swearing/Profanity directed at a staff member or adult in authority.	✘	GLC, ISS	ISS, OSS 2 Day Max.		
Be Respectful	Use gestures and body language appropriate for school settings	6. Gestures: Making any sign that conveys an offensive/obscene message.	✘	GLC, LD, ASD, ISS			
Be Respectful	Use gestures and body language appropriate for school settings	7. Gestures directed at staff member or adult in authority that conveys an offensive/obscene message.	✘	GLC, LD, ASD	ISS, OSS 2 Day Max.		
Be Respectful	Have only approved material and pictures	8. Derogatory Written Materials: Having any written or electronically generated material or pictures that convey an offensive/obscene message.	✘	GLC, LD, ASD	ISS, OSS 2 Day Max.		
Be Respectful	Have and share only approved material and pictures	9. Pornographic Materials: Possession and/or distribution of pornographic material that would reasonably be considered offensive by IPS, Edison and legal standards.		GLC, ISS	ISS, OSS 2 Day Max.		
Be Respectful	Act/interact in ways appropriate for school settings	10. Sexual Behavior: Participating in inappropriate sexual behavior including but not limited to sexual harassment, sexual acts or public indecency on school property, at school activities, going to or from school events, or at any time where the behavior may interfere with school purposes.					
		Kdg. – 2 nd : Mandatory Counseling	✘	GLC, ISS	OSS		
		3 rd – 8 th : Mandatory Counseling		GLC, ISS	OSS		
Section 2: Failure to Comply							
Be Respectful	Work in class and complete homework	1. Refusal to Work in Class: Failing to do assigned work in class or complete homework.	✘	GLC, LD, ASD			
Be Respectful	Serve assigned Detention	2. Refusal to Serve Detention: Failure to serve detention as directed.		LD, ASD	ISS Only		

District-Wide Behavioral Expectations	Examples of Expected Behaviors	Behavior Violation	Level 1	Level 2	Level 3	Level 4	Must Be Referred to School Police
Section 2: Failure to Comply Cont.							
Be Respectful	Tell who you are when asked by staff	3. Refusal or Failure to Identify Oneself: Failure to identify oneself when requested by a staff member or adult in charge.	✘	GLC, LD, ASD			
Be Respectful	Follow directions from staff members or adults in authority	4. Failure to Comply with Direction or Instruction of a Staff member or Adult in Authority: Failure to follow any reasonable direction given by a staff member or adult in authority.	✘	GLC, LD, ASD, ISS			
Be Responsible	Get approval before leaving assigned area	5. Leaving without Permission: Leaving the classroom, building or assigned area without obtaining approval of the teacher and/or administrator.		ISS	OSS		
Section 3: Disruptive Behavior							
Be Respectful	Talk in the classroom per classroom guidelines	1. Chronic Talking: Repeated talking in the classroom without permission.	✘	GLC, LD, ASD, ISS			
Be Respectful	Act/interact in ways that allow yourself and others to learn	2. Rude Noises: Repeatedly making any unnecessary noise.	✘	GLC, LD, ASD			
Be Respectful	Remain in your seat per classroom guidelines	3. Refusing to Remain in Seat: Getting out of seat or moving seat without permission of staff member.	✘	GLC, LD, ASD			
Be Respectful	Act/interact in ways that allow yourself and others to learn and that promote a safe, positive school climate.	4. Horseplay: Rough or noisy play or pranks.	✘	GLC, LD, ASD	ISS Only		
Be Respectful	Act/interact in ways that allow yourself and others to learn and that promote a safe, positive school climate.	5. Disruptive Behavior: Any other personal action that disrupts or interferes with student engagement, educational activities or school environment.	✘	GLC, LD, ASD	ISS		

District-Wide Behavioral Expectations	Examples of Expected Behaviors	Behavior Violation	Level 1	Level 2	Level 3	Level 4	Must Be Referred to School Police
Section 3: Disruptive Behavior Cont.							
Be Responsible	Use fire alarms or make emergency calls only in emergencies	6. False Alarms: False fire alarm or false emergency calls.					
		Kdg. - 2			ISS, OSS	✖	✖
		3 rd - 8 th				OSS	✖
Be Respectful	Solve problems without fighting and act in a way that maintains safe, peaceful, productive school settings	7. Serious Disruption: Conduct which (results in or likely to result in seriously bodily injury or substantial property damage) and/or making unreasonable noise that disrupts the educational atmosphere and refusing to cease the disruption when requested. Causing a large disruption to the atmosphere of order and discipline in the school that is necessary for effective learning, outside of general classroom disruption and may place others at risk of injury. Using a personal communication device to attract others to initiate a disturbance.			ISS, OSS	Extended OSS, Expulsion	
Section 4: Injury to Others							
Be Respectful	Act/interact with friends/peers or an adult in ways that promote safe, positive school settings and do not lead to possible injuries	1. Physical Aggression: Physical contact by pushing, shoving, biting, spitting, kicking or hitting or other conduct that causes or may cause injury.					
		Kdg. - 2 nd	✖	GLC, LD	ISS, OSS	Extended OSS, Expulsion	
		3 rd - 8 th		GLC, LD, ASD, ISS	ISS, OSS	Extended OSS, Expulsion	
Be Respectful	Act/interact with friends/peers in ways that promote safe, positive school settings and do not lead to possible injuries.	2. Fighting: Physical aggression between two or more people, physical blows.					
		Kdg. - 2 nd	✖	GLC, ISS	ISS, OSS 3 Day Max.		
		3 rd - 8 th			ISS, OSS 3 Day Max.	Extended OSS, Expulsion	

District-Wide Behavioral Expectations	Examples of Expected Behaviors	Behavior Violation	Level 1	Level 2	Level 3	Level 4	Must Be Referred to School Police
Section 4: Injury to Others Cont.							
Be Safe	Handle objects in ways that promote safe, positive school settings and do not lead to possible injuries	3. Throwing Objects: Throwing any object that may cause injury in any part of the school on school grounds, at school events or at school vehicles.					
		Kdg. – 2 nd		GLC, LD	ISS, OSS		
		3 rd – 8 th			ISS, OSS	Extended OSS, Expulsion	
Be Respectful	Act/interact in ways that promote safe, positive school settings and do not lead to possible injuries	4. Battery: More than fighting, battery involves causing or attempting to cause serious bodily injury to students, staff or others. It includes continuing to engage in a fight after being asked to stop, rape, molestation or criminal recklessness.				☒	☒
Section 5: Possession or Misuse of Personal Property							
Be Responsible	Use toys only in approved ways	1. Toys: Use of any toys, games, etc. without permission of the administration (toy weapons may result in more severe consequences).	☒	GLC, LD, ASD			
Be Responsible	Use devices only in approved ways	2. Listening, Recording and Electronic Devices: Use of digital media player or electronic devices without permission of the administration. See Policy: Personal Technology Device	☒	GLC, LD, ASD			
Be Responsible	Use cell phones only in approved ways	3. Cell Phones: Use of a cell phone during school hours without permission. See Policy – Personal Technology Device.		ISS	ISS, OSS		
Be Responsible	Use of cell phones only in approved ways	4. Cell Phones: Use of cell phone to record a violent act or fight and/or post a violent act or fight on social networking pages during school hours or at school activity. See Policy – Personal Technology Device.			OSS	OSS, Extended OSS	☒
Be Responsible	Use objects only in approved ways	5. Other: Use of any object that could disrupt the normal order of school including, but not limited to, personal security alarms, digital cameras, laser lights or other electronic devices/toys.	☒	GLC, LD, ASD			Teacher/Admin. Will confiscate object and return to parent ONLY.

District-Wide Behavioral Expectations	Examples of Expected Behaviors	Behavior Violation	Level 1	Level 2	Level 3	Level 4	Must Be Referred to School Police
Section 6: Intimidation/Threats/Bullying							
Be Respectful	Treat others with kindness and consideration	1. Harassing/Teasing/Instigating: Unwelcome behavior that is intended to disturb, provoke, or upset another; characteristically is repetitive.	☒	GLC, LD, ASD	ISS, OSS 2 Day Max.		
Be Respectful	Treat others in ways that promote feelings of safety and security	2. Threatening: A threat to strike, attack or harm another student in written or verbal form.					
		Kdg. – 2 nd : Counselor/BAC threat assessment	☒	GLC, LD			
		3 rd – 8 th : Counselor/BAC threat assessment		GLC, ISS	ISS, OSS 2 Day Max.		
Be Respectful	Treat others in ways that promote feelings of safety and security	3. Threatening Behavior Directed at Staff Member or Adult in Authority: A threat to strike, attack or harm a staff or adult in authority in written or verbal form.					
		Kdg. – 2 nd : Counselor/BAC threat assessment	☒	GLC, LD, ISS	ISS, OSS		
		3 rd – 8 th : Counselor/BAC threat assessment			ISS, OSS 3 Day Max.	☒	
Be Respectful	Treat others in ways that promote feelings of safety and security	4. Bullying, Including Cyber Bullying: Overt, repeated acts or gestures, including verbal or written communications or images transmitted in any manner including digitally or electronically, text messaging; physical acts committed; or any other behaviors that are committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the targeted student and create for the targeted student an objectively hostile school environment. Examples include: Harassment based on Race, Ethnicity, Gender, Sexual Orientation, Disability or Religion, including Cyber harassment, against members of the school community.					
		Kdg. – 2 nd : Counselor/BAC threat assessment	☒	GLC, LD	ISS, OSS 3 Day Max.		
		3 rd – 8 th : Counselor/BAC threat assessment		GLC, LD, ASD	ISS, OSS 3 Day Max.	☒	

District-Wide Behavioral Expectations	Examples of Expected Behaviors	Behavior Violation	Level 1	Level 2	Level 3	Level 4	Must Be Referred to School Police
Section 6: Intimidation/Threats/Bullying Cont.							
Be Respectful	Treat others in ways that promote feelings of safety and security	5. Disability Harassment: Disability harassment towards a student based on disability. Harassing conduct may take many forms, including verbal acts and name-calling, as well as non-verbal behavior such as a graphic or written statement or conduct that is physically threatening, harmful or humiliating.					
		Kdg. – 2 nd - Counseling referral	☒	GLC, LD	ISS, OSS 2 Day Max.		
		3 rd – 8 th – Counseling referral		GLC, LD, ASD	ISS, OSS 2 Day Max.	Extended OSS	
Be Respectful	Treat others in ways that promote feelings of safety and security	6. Racial Harassment: Racial harassment or bullying towards a student based on the basis of race, color or national origin. Harassing conduct may take many forms, including verbal acts and name-calling, as well as non-verbal behavior such as a graphic or written statement or conduct that is physically threatening, harmful or humiliating. Counseling referral.	☒	GLC, LD, ASD	ISS, OSS 2 Day Max.	☒	
Be Respectful	Treat others in ways that promote feelings of safety and security	7. Harassment Based on Sex: Harassment or bullying towards a student on the basis of sex is unwelcome conduct or a sexual nature, such as unwelcome sexual advances, requests for sexual factors and other verbal, nonverbal or physical conduct of a sexual nature. Harassing or bullying on the basis of sex also includes gender-based, nonsexual harassing conduct such as harassment based on gender stereotyping. Counseling referral.	☒	GLC, LD, ASD	ISS, OSS 2 Day Max.		
Be Respectful	Treat other in ways that promote feelings of safety and security	8. Harassment or bullying towards faculty, employees and other non-IPS/Edison students on IPS property or at IPS events. Counseling referral.	☒	GLC, LD, ASD	ISS, OSS 2 Day Max.	☒	
Be Safe	Act/interact with friends/peers in ways that promote safe, positive school settings and promote feelings of safety and security for others.	9. Group or Gang Involvement: Group or gang involvement includes, but is not limited to, group or gang-related coercion; intimidation; display of group or gang colors and paraphernalia; use of recognized group or gang signs, graffiti, related paraphernalia; and/or involvement in activity which incites any racial or ethnic group. Counseling referral.			OSS	☒	☒

District-Wide Behavioral Expectations	Examples of Expected Behaviors	Behavior Violation	Level 1	Level 2	Level 3	Level 4	Must Be Referred to School Police
Section 6: Intimidation/Threats/Bullying Cont.							
Be Safe	Treat others in ways that promote feelings of safety and security	10. Intimidation (Law Violation): A person who communicates a serious threat to another person with the intent that the other person engages in conduct against his/her will, or the other person is placed in fear of retaliation for a prior lawful act.				✖	✖
Section 7: Theft/Stolen Property							
Be Responsible	Have others' property only with owner's permission	1. Possession/Minor Theft: Taking or having in one's possession property obtained without permission of the owner, generally valued at less than \$250. Counselor will follow-up with student.	✖	GLC, LD, ASD	ISS, OSS	✖	
Be Responsible	Use others' property or school property with care so it is not damaged	2. Taking or having in one's possession property obtained without permission of the owner, generally valued over \$250. Counselor will follow-up with student.		GLC, LD, ASD	ISS, OSS	✖	
Be Responsible	Use others' property or school property with care so it is not damaged	3. Causing <u>Major</u> Damage, Vandalizing School Property or the Property of Others That May Cause Potential Disruption to the School Environment: Financial restitution will be discussed with the student's family.			OSS	✖	✖
Section 8: Improper Use of School Technology							
Be Responsible	Follow Copyright rules	1. Violating Copyright Provisions	✖	GLC			
Be Responsible	Use computers carefully in approved ways	2. Damaging Computer Hardware or Software:					
		Kdg. – 2 nd	✖	GLC, LD, ISS			
		3 rd – 8 th	✖	GLC, LD, ASD,	ISS, OSS 2 Day Max.		If over \$250
Be Responsible	Access/use only approved computer files or cloud storage	3. Entering or Retrieving Pornographic Material, Inappropriate Text/Files: Including files that may contain derogatory or inflammatory racial, ethnic or religious slogans or symbols or files that carry viruses or any other type of malware.					
		Kdg. – 2 nd : Counselor will follow-up	✖	GLC			
		3 rd – 8 th : Counselor will follow-up	✖	GLC, LD, ASD	ISS, OSS 2 Day Max.		

District-Wide Behavioral Expectations	Examples of Expected Behaviors	Behavior Violation	Level 1	Level 2	Level 3	Level 4	Must be Referred to School Police
Section 8: Improper Use of School Technology Cont.							
Be Responsible	Access/use only approved computer files or cloud storage	4. Accessing School Records or Another Person's Information or Files without Permission					
		Kdg. – 2 nd	✘	GLC, LD			
		3 rd – 8 th		GLC, LD, ASD	ISS, OSS 2 Day Max.		
Be Responsible	Use computers and cloud storage in approved ways	5. Bypassing IPS Security Policies/Filtering					
		Kdg. – 2 nd	✘	GLC, LD			
		3 rd – 8 th		GLC, LD, ASD	ISS, OSS 2 Day Max.		
Section 9: Attendance							
Be Responsible	Attend all classes on time	1. Cutting Class: Failure to report to class/school and without an approved excuse or pass. Students are to follow their schedule unless permission is granted by the administration.			ISS, OSS		
Section 10: Dress Code							
Be Responsible	Dress in clothing that follows the school dress code	1. See School Handbook for Dress Code Policy	GLC: Slip and call	GLC: Slip, call LD (K-3), ASD (4-8)	GLC: Slip, call, ASD, ISS		
Section 11: Threat of Illegal Conduct							
Be Safe	Engage/plan to engage in activities that follow local, state and federal law	1. Threat of engaging in a law violation of any kind that constitutes a danger to the safety of others. This must be supported by reasonable belief or student history.				✘	✘
Section 12: Weapons							
Be Responsible	Possess/use knives, explosives, chemical agent dispensers, destructive devices or other objects that can reasonably be considered weapons only in legal ways and per IPS policy	1. Knife, Explosive, Chemical Agent Dispenser, Destructive Device or Other Object that can be Reasonably be Considered a Weapon. Possession of devices that could be considered a weapon and cause injury.			OSS	✘	✘

District-Wide Behavioral Expectations	Examples of Expected Behaviors	Behavior Violation	Level 1	Level 2	Level 3	Level 4	Must be Referred to School Police
Section 12: Weapons Cont.							
Be Responsible	Possess/use firearms with projectiles by the action of an explosive only in legal ways and per IPS policy	2. Firearms Projectile by the Action of an Explosive: Possession of a loaded or unloaded firearm, taser gun, electronic stun gun or any weapon or device that expels a projectile by the action of an explosive, or having knowledge of another person's intent to violate or violation of this rule and failing to report the information to a school administrator or teacher.				✘	✘
Be Responsible	Possess/use firearms with projectiles by air only in legal ways per IPS policy	3. Firearms Expels Projectile by Air: Possession of any item represented to be a firearm or any weapon or device that expels a projectile by air, e.g., pellet gun.				✘	✘
Be Responsible	Possess/use of deadly weapon or device per IPS policy	4. Possession of Deadly Weapon: A weapon, taser or electronic stun weapon, equipment, chemical substance, or other material that in the manner it is used, or could ordinarily be used, or is intended to be used, is readily capable of causing serious bodily injury.				✘	✘
Section 13: Gambling							
Be Responsible	Engage only in approved activities	1. Playing a game of skill or chance for money or anything of value.		GLC, LD, ASD	ISS, OSS 2 Day Max.		
Section 14: Trespassing							
Be Respectful	Enter school property only with approval	1. Entering any school property or into school facilities without proper authority. Includes any entry into school buildings, school grounds or school activities during a period of suspension or expulsion.			ISS, OSS	✘	✘
Section 15: Prohibited Substances							
Be Safe	Use tobacco products only in legal ways that align with IPS policy	1. Tobacco Products: Possession and/or use of any tobacco product. Tobacco products and matches/lighters will also be confiscated. Including e-cigarettes. Counselor referral	✘	GLC, ISS			
Be Safe	Use alcohol, drugs, narcotics only in legal ways that align with IPS policy	2. Alcohol/Narcotics/Drugs – Under the Influence: Under the influence on the way to and from school or at a school sponsored event. Suspension pending parent conference, referral for counseling.			✘	✘	

District-Wide Behavioral Expectations	Examples of Expected Behaviors	Behavior Violation	Level 1	Level 2	Level 3	Level 4	Must be Referred to School Police
Section 15: Prohibited Substances Cont.							
Be Safe	Possess alcohol, drugs, narcotics only in legal ways that align with IPS policy	3. Alcohol/Narcotics/Drugs including over the counter drugs or related paraphernalia Possession: Possession of alcohol/narcotics/drugs on the way to and from school or at a school sponsored event. Referral to counseling.				✘	✘
Be Safe	Possess alcohol, drugs, narcotics only in legal ways that align with IPS policy	4. Alcohol/Narcotics/Drugs including over the counter drugs or related paraphernalia Distributing or Selling: Evidence of giving or selling to others. Referral to counseling.				✘	✘
Section 16: Possession or Use of Fireworks and/or Ammunition							
Be Responsible	Possess and use only approved items	1. Using or possessing any explosive device.			OSS	✘	✘
Section 17: Arson							
Be Safe	Handle fire in approved ways/settings and report anyone who intends to handle fire dangerously or cause damage to property.	1. Setting fire or damaging any school building or property, or having knowledge of another person's intent to violate or violation of this rule and failing to report the information to a school administrator or teacher. Referral to fire start program.				✘	✘
Section 18: Reckless Vehicle Use							
Be Safe	Use any motorized or self-propelled vehicle in safe, non-disruptive ways	1. Using any motorized or self-propelled vehicle on or near school grounds in a reckless manner or as a threat to health and safety or as a disruption to the educational process.			ISS, OSS	✘	✘
Section 19: Repeated Rule Violations							
Be Responsible	Follow all IPS/Edison Rules	1. Suspension may only be in combination with request for Expulsion and documentation of RTI process.					✘
Section 20: Probationary Contract Broken							
Be Responsible	Follow all parts of probationary contracts	1. Violation of a Level 4 Probationary Contract.				Expulsion	

District-Wide Behavioral Expectations	Examples of Expected Behaviors	Behavior Violation	Level 1	Level 2	Level 3	Level 4	Must be referred to School Police
Section 21: Illegal Conduct							
Be Safe	Engage in activities that follow local, state and federal laws	1. Involvement in any conduct on school premises during a school function or event, or on the way to and from school premises during a school function or event, or on the way to and from school or at a sponsored school event, or at any time or place which violates local, state, or federal law where such conduct poses a danger to the health, welfare or safety of students, staff, visitors or interferes with school purposes.				✘	✘