

Holton MS/HS Behavior Definitions and Management Chart

Human nature dictates that people will sometimes bend or break the rules. Effective disciplinary procedures do not prevent all student misbehavior, but with planning, the staff at Holton Middle and High School can respond calmly, consistently and professionally.

	LEVEL 1 Problem Behavior Staff Managed	LEVEL 2 Problem Behavior Staff Managed	LEVEL 3 Problem Behavior Office Managed
Problem Behavior	<ul style="list-style-type: none"> Mild misbehaviors can be adequately corrected at the time they occur. They do not require documentation in SWIS as a MINOR (although the teacher may want to keep track). A staff member who observes mild misbehavior corrects the student in the setting and assigns appropriate consequences, if necessary. 	<ul style="list-style-type: none"> These levels of misbehavior do not require administrative involvement, but do require documentation. A staff member who observes this level of misbehavior: <ul style="list-style-type: none"> Records the incident on the referral form in PowerSchool (MAJOR/Staff Managed, SWIS) Corrects the student in the setting and assigns appropriate consequences Contacts parent/guardian Seek further support (ex: administrator, referral to behavior team, etc.) if behaviors are repeated and interventions are not working. 	<ul style="list-style-type: none"> These levels of misbehavior are severe misbehaviors that require administrative involvement and documentation. A staff member who observes this level of misbehavior: <ul style="list-style-type: none"> Removes the student from the setting if the misbehavior is illegal or so severe the misbehaving student's presence in a setting poses a threat to physical safety or to adult authority. Records the incident on the referral form in PowerSchool (MAJOR/Office Managed, SWIS) Administrator conferences with the student within a responsible time frame (or immediately if appropriate) Administrator contacts parent/ guardian Administrator assigns appropriate correction/consequence

Defiance/ Insubordination/ Non-Compliance	Student engages in brief or low-intensity failure to follow directions or talks back such as refusal to follow school-wide expectations, adult directions, and procedures.	Student repeatedly engages in brief or low-intensity failure to follow directions or talk back such as refusal to follow school-wide expectations, adult directions, and procedures. Student blatantly refuses to follow directions.	Student engages in blatant refusal to follow directions, the student cannot be redirected to the task through the established continuum of consequences and corrections, AND the behavior poses a threat to adult authority .
Disrespect	Student delivers low-intensity , socially rude or dismissive messages (verbal or nonverbal) to adults or students.	Student repeatedly delivers low-intensity , socially rude or dismissive messages (verbal or nonverbal) to adults or students.	Student delivers high-intensity, socially rude or dismissive (verbal or nonverbal) to adults or students.
Mean Behavior	Student engages in mean words or actions that hurt a person's feelings, friendship, or reputation.	Student repeatedly engages in mean words or actions that hurt a person's feelings, friendship, or reputation.	Student engages in repeated and continuous mean words or actions that hurt a person's feelings, friendship, or reputation.
Disruption	Student engages in low-intensity , but inappropriate disruption which causes an interruption in class or an activity.	Student repeatedly engages in low-intensity , but inappropriate disruption that causes an interruption in class or an activity.	Student engages in behavior causing an interruption in a class activity (loud talking, yelling, or screaming; noise with materials; and/or sustained out of seat behavior) over a long period of time AND the student cannot be redirected to the task through the established continuum of consequences and corrections (also including severe emotional outbursts)
Dress Code	Student wears clothing that does not fit within the dress code guidelines practiced by the school and makes arrangements to change clothing.	Student repeatedly wears clothing that does not fit within the dress code guidelines practiced by the school and makes arrangements to change clothing.	See Defiance/ Insubordination/Non-Compliance for major dress code infractions where the student refuses to make arrangements to change
Unprepared	Student arrives to class without necessary materials.	Student repeatedly arrives to class without necessary materials.	See Defiance/ Insubordination/Non-Compliance .

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Abusive Language/ Inappropriate Language/ Profanity	Student engages in low-intensity instance of inappropriate language such as speaking calmly in a conversation and inappropriate language/ gesture is used.	Student repeatedly engages in low-intensity instance of inappropriate language such as speaking calmly in a conversation and inappropriate language/ gesture is used. Students language is specifically directed toward another person and is abusive/ aggressive	Language/ gesture is specifically directed towards another person , is abusive/ aggressive , the student cannot be redirected to the task, and safety is a concern.
Physical Contact/ Physical Aggression	Student engages in non-serious , but inappropriate physical contact where there is no intent to harm such as: not keeping hands, feet, or objects to self, and horseplay	Student repeatedly engages in non-serious , but inappropriate physical contact where there is no intent to harm such as: not keeping hands, feet, or objects to self or horseplay. OR Student engages in actions involving physical contact where injury may occur (horseplay, pushing, shoving, throwing objects, etc.) but safety has been restored.	Student engages in actions (hitting, punching, hitting with an object, spitting, kicking, hair pulling, scratching, etc.) involving serious physical contact with intent to harm and/or when injury has occurred .
Use of Technology	Student engages in non-serious, but inappropriate use of technology such as using a cell phone, tablet, music player, gaming device or any other electronic device.	Student engages in non-serious, but inappropriate use of technology such as using a cell phone, tablet, music player, gaming device or any other electronic device, that is repeated .	Major violation of the student acceptable use policy that includes high intensity /inappropriate misuse of technology
Inappropriate Display of Affection	Student engages in low-intensity engagement in inappropriate, consensual, verbal and/or physical gestures/contact of a sexual nature to another student.	Student repeatedly engages in low-intensity , inappropriate, consensual, verbal and/or physical gestures/contact of a sexual nature to another student.	Student engages in overt/blatant engagement in inappropriate, consensual, verbal and/or physical gestures/contact, of a sexual nature to another student.
Forgery/ Theft/ Plagiarism		Student is involved by being in possession of, having passed on, or being responsible for removing someone else's property without permission; or the student has signed a person's name without that person's permission, or claims someone else's work as their own.	Student has engaged in ongoing incidents of being in possession of, having passed on, or being responsible for removing someone else's property without permission; or the student has signed a person's name without that person's permission, or claims someone else's work as their own. OR Student has intentionally engaged in a premeditated incident of being in possession of, having passed on, or being responsible for removing someone else's property without permission
Property Damage/ Vandalism	Engages in low-intensity/moderate defacing or destruction of school property or the property of staff or other students that can be fully restored by the student .	Student repeatedly engages in misuse of property that is either ongoing or has resulted in destruction or disfigurement of property which can be fully restored by the student within a short period of time	Student intentionally participates in an activity that results in destruction or disfigurement of property which cannot be fully restored by the student . OR Student is engaged in severe misuse and/or damage that results in defacing or destruction of school property or the property of staff or other student

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Lying/Cheating		Student delivers messages that are untrue and/or deliberately violates academic rules. OR Lying, cheating or spreading rumors that are intended to be hurtful	Student delivers a high-intensity message that is untrue and/or repeatedly violates academic rules.
Tardy	Student is marked tardy.	Second Tardy- Tardy Plan in class. Third Tardy- Call Home, after-school detention	Fourth Tardy
Bullying			Repeated delivery of a message in any format (including social media) causing harm, intimidation, or exclusion of others. The behavior involves an imbalance of power AND is one sided . This may include instigating a fight, intimidation, teasing, taunting, threats, or name calling to cause bodily harm and/or reasonable fear for personal degradation.
Harassment			The delivery of repeated disrespectful messages in any format related to gender, ethnicity, sex, race, religion, disability physical features, other classification
Skip Class			Student leaves or misses class without permission
Use/ Possession of Alcohol			Student is in possession of or is using alcohol
Use/ Possession of Combustibles			Student is/was in possession of substances/objects readily capable of causing bodily harm and/or property damage (matches, lighters, firecrackers, gasoline, lighter fluid)
Use/ Possession of Drugs			Student is in possession of or is using illegal drugs/substances or imitations
Use/ Possession of Tobacco			Student is in possession of or using tobacco
Use/ Possession of Weapons			Student is in possession of knives and/or guns (including air or gas powered guns), or other objects readily capable of causing bodily harm. Note: Any object that is used to threaten, harm, or harass another may be considered a weapon. This includes but is not limited to: padlocks, pens, pencils, laser pointers, paper clips, and jewelry. Intentional injury to another can be a felony and/or cause for civil action. This violation may subject a student to expulsion.
Fighting			Student is involved in mutual participation in an incident involving physical violence

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<p>Menu of Possible Corrections/Consequences</p>	<ul style="list-style-type: none"> ● Pre-correction ● Proximity ● Change location ● Model and practice expectation ● Verbal reprimand/redirection ● Planned ignoring ● Buddy Room ● Non-verbal cues ● Conference or discussion between student and staff member ● 15 second redirection conversation ● Ask the 4 questions: What are you doing? What are you supposed to be doing? Are you doing it? What are you going to do about it? ● Reinforce behavior expectations ● Reward positive behavior ● Restorative Practices/Mediation 	<ul style="list-style-type: none"> ● Any level 1 correction/consequence ● Parent/ Guardian contact ● Intervention Room ● Restitution ● Assign lunch detention ● Assign after school detention ● Shorten passing time ● Formal apology ● Academic/behavior contract ● “Time out” from classroom in area designated ● Restorative Practices/Mediation ● Loss of privilege to attend after school/social events 	<ul style="list-style-type: none"> ● Any level 1 or level 2 correction/consequence ● Parent/Guardian contact ● Meeting between staff/parent/admin/student ● Develop behavior plan ● Assign in-school suspension ● Assign out of school suspension ● Recommend discipline hearing ● Expulsion ● Involvement with law enforcement ● Schedule change ● Check in/Check out system ● Restorative Practices/Mediation
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