



Space Center Intermediate Discipline Plan



Classroom management matrix

Before a referral is submitted for an offense, the following steps **must** be taken and documented:

1st offense: Verbal warning/student conference

2nd offense: Teacher detention and contact parent

3rd offense: Submit referral to office and contact parent

Severe offenses will be handled immediately, and the office should be called.

Severe infractions will be handled on an individual basis. These include, but are not limited to:

- ◆ Academic Dishonesty
 - Minor grades—0 on assignment & 2 hour d-hall
 - Major grades*—0 on assignment, U in conduct & ISS
 - *PAP classes will follow Honor Code
- ◆ Fighting
 - 1st offense— 3 days ISS
 - 2nd offense— 3 days OSS
 - 3rd offense— Possible DAEP
- ◆ Truancy - ISS
- ◆ Theft/Stealing—ISS or DAEP
- ◆ Vaping or Tobacco Product — ISS or DAEP
- ◆ Major violations of the district code of conduct

Office Referral offenses

including but not limited to:

- 3rd tardy in a class
- Profanity
- Forgery
- Classroom misbehavior (see matrix)
- Hallway misbehavior (see matrix)
- Horseplay
- Digital citizenship offenses
- Misuse of technology
- Insubordination
- Non-attendance of teacher detention

Office Referral Consequence Ladder

- 1st—1 hour lunch detention
- 2nd—1 hour after school detention
- 3rd—2 hour detention
- 4th—2 hour detention
- 5th—4 hour detention
- 6th—1 day of ISS & parent conference
- 7th—2 days of ISS
- 8th—3 day of ISS
- 9th—1 day of OSS & parent conference
- 10th—2 days of OSS
- 11th— 3 days of OSS
- 12th and beyond—possible AEP

BULLYING

Reports will be handled individually, with strict enforcement of consequences based on the circumstances of the infraction.

TARDIES

Teachers will handle & document tardies in their classroom. Once these steps have been taken, a referral can be assigned. Students will start over every 9 weeks.

- 1st tardy—warning/ student conference
- 2nd tardy—30 min teacher detention and parent contact
- 3rd tardy and beyond—office referral and will follow the consequence ladder

Administrators reserve the right to make decisions about discipline when the offense requires professional judgment that will ultimately improve behavior, implement core values, and encourage the student to adhere to their responsibilities as citizens of our school community.