



Dr. Rene Gutierrez
Superintendent

Veterans Memorial Early College High School

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Norma Canales
Principal

Discipline Plan

Student Name			
ID			
Grade Level			
Parent/Guardian			
Phone #s			
Steps to follow	Notes Section: These areas are designated for team/teacher notes. Be sure to include who you contacted and the date contact was made.		
1. Student Warning	Student Conference	Parent Contact	
2. Student Reprimand	Student Conference	Parent Conference	*Coach/Sponsor/Lunch Detention, etc.
3. Counselor	Referral to Grade Counselor		Referral to At-Risk Counselor
5. Administrator	Referral to Administrator	Parent Contact	

*Examples include but are not limited to: tardies, skipping, insubordination.

*If a student has a **Behavior Intervention Plan**, make sure you are implementing the plan.

Discipline referrals can be submitted on TAC after discipline plan has been followed. Serious offenses need to be reported immediately.