



Jacksonville Commons Middle School  
**Tiered-Level**

# Discipline Matrix

<p><b>Level 1:</b>            Teacher conference with student usually resolves Level 1 incidents.</p>	<p><b>Level 2:</b>            Teacher will create (minor) incident in Educator’s Handbook. The teacher will handle “minor” incidents and will make contact with the parent. Teacher should document parent contact – and also print a copy of the parent letter (generated through Educator’s Handbook) and send it home.</p>	<p><b>Level 3:</b>            Teacher will create office referral in Educator’s Handbook [Call the office if the student is disruptive or needs to be escorted to the office.]</p> <p style="text-align: center;"><i>Level 2 &amp; 3 infractions are violations of the Student Code of Conduct</i></p>
<ol style="list-style-type: none"> <li>1. Cell phone out of bookbag during school hours</li> <li>2. Dress code infraction</li> <li>3. Horseplay</li> <li>4. Tripping another student</li> <li>5. Unkind words to peers</li> <li>6. Distracting behaviors</li> <li>7. Food/drink in classroom</li> <li>8. Touching others (harmless)</li> <li>9. Cutting line</li> <li>10. Disrespect to staff members (mild)</li> <li>11. Unprepared for class</li> <li>12. Out of seat without permission</li> <li>13. Running inside building</li> <li>14. Off-task (not participating)</li> <li>15. Playing in bathrooms</li> <li>16. Not using classroom or athletic equipment properly</li> <li>17. Making inappropriate noises</li> <li>18. Profanity (mild or 1<sup>st</sup> offense)</li> <li>19. Throwing objects (ie: erasers, paper, food)</li> <li>20. Unsafe behavior</li> <li>21. Incomplete homework</li> <li>22. Talking in line/hallway</li> <li>23. Talking out of turn</li> <li>24. Sleeping</li> <li>25. Cheating (classroom test)</li> <li>26. Technology infraction (off task)</li> </ol>	<ol style="list-style-type: none"> <li>1. Cell phone use</li> <li>2. Repeated dress code infraction</li> <li>3. Horseplay resulting in injury</li> <li>4. Yelling/tantrums (not aggressive toward others)</li> <li>5. Constant teasing (not bullying)</li> <li>6. Chronic tardies/absences</li> <li>7. Wandering in hallways</li> <li>8. Disrespect to staff members (repeated)</li> <li>9. Violating safety rules</li> <li>10. Incomplete class work (documented as habitual)</li> <li>11. Refusal to follow directions</li> <li>12. Theft (ie: candy, pencil, homework)</li> <li>13. Misuse of school property that results in damage to property</li> <li>14. Spreading gossip/rumors that create disruption</li> <li>15. Forgery</li> <li>16. Profanity (not as mild)</li> <li>17. Technology infraction (repeatedly off task; taking device home w/out teacher permission; negligent care; accessing a device or site with someone else’s password)</li> <li>18. Repeated Level 1 infractions (documented &amp; conferenced with parent/guardian)</li> </ol>	<ol style="list-style-type: none"> <li>1. Drugs (or illegal paraphernalia)</li> <li>2. Coming to school under the influences of drugs/alcohol</li> <li>3. Exposing self to others</li> <li>4. Sexual behavior or harassment</li> <li>5. Assaults of any kind</li> <li>6. Threats involving physical harm/death</li> <li>7. Bullying, intimidation or harassment</li> <li>8. Racial slurs</li> <li>9. Disrespect to staff members (significant or repeated)</li> <li>10. Extreme oppositional defiant behaviors</li> <li>11. Profanity directed at staff/students</li> <li>12. Throwing objects with intent to injure</li> <li>13. Theft (significant item)</li> <li>14. Cheating (district or state assessment)</li> <li>15. Skipping school/leaving campus without permission</li> <li>16. Vandalism or arson</li> <li>17. Pulling fire alarm</li> <li>18. Technology infraction (repeated accesses to inappropriate sites; attempting to breach firewall; hacking)</li> <li>19. Repeated Level 2 infractions (documented &amp; conferenced with parent/guardian)</li> </ol>

