

PSESD / Discipline Matrix / K-5 / 25-26

The following matrix has been developed for a safe and orderly environment at PSESD. The intent of the matrix is to establish guidelines for proper behavior, and provide for consequences if proper behavior is not demonstrated. If a problem should occur, teachers, guidance personnel, administrators, police and parents may be involved in conferencing, counseling and advising the student involved.



Fundamentals of the Discipline Plan

- All procedures will be in accordance with Governing Board policy.
- The term “parent” is used herein to mean a parent or legal guardian.
- The administration reserves the right to determine the definition of an infraction and to select and apply consequences that may not be in the standard list of penalties.
- An administrator/teachers will choose consequences for infractions.
- Any inappropriate acts that violate the law or are not covered in this plan may be dealt with by the administration.
- Any extreme violations, in any category, may be dealt with more severely than the code prescribes. Police may be notified.
- Students do not have the right to refuse to cooperate with school officials in investigating disciplinary situations. A refusal to cooperate will be considered to be insubordination, and will be subject to disciplinary consequences.
- Students who incur major infractions may be referred directly to the Superintendent with a recommendation for long-term suspension or expulsion. (Weapons, substance abuse, repeated fights, assaults, etc.)
- Students enrolled under an Individual Education Plan (IEP) will be disciplined in accordance with the terms of the IEP.
- Students with a Behavioral Intervention Plan (BIP) will be disciplined in accordance with the terms of the BIP.
- In addition to the Discipline Matrix, classroom teachers will have consequences within the classroom to maintain a learning environment that is conducive to successful instruction.
- Level 1 and 2 infractions will be handled by the classroom teacher. If the behavior becomes a “continued offense” administration may be involved.

Parental Notification

It is the practice of PSESD to notify parents of disciplinary situations as soon as possible. The school will investigate any disciplinary situations prior to notifying parents of the situation. Please be aware that the school is not obligated to have parents present when their student is questioned, and that circumstances may not always make that possible.

- An asterisk (*) indicates that a police report may be filed.
- A double asterisk (**) indicates that a police report must be filed.

Level	Infraction	First Offense	Second Offense	Continued Offenses
1	<ul style="list-style-type: none"> - Cheating/Lying - Minor Theft - Dress Code Violation - Profanity (spoken/written) - Cell Phone Violation 	<p>Intervention: Teacher-Student conference</p> <p>Consequence: Verbal Warning</p> <ul style="list-style-type: none"> - Cheating may result in a "0" in the gradebook - Cell phone may be confiscated - Theft infraction may result in restitution 	<p>Intervention: Teacher will conference with parents and student</p> <p>Consequence: Alternative Consequence (1)</p> <ul style="list-style-type: none"> - Cheating may result in a "0" in the gradebook - Cell phone may be confiscated - Theft infraction may result in restitution 	<p>Consequence: Alternative Consequence (2-3)</p> <ul style="list-style-type: none"> - Cheating may result in a "0" in the gradebook - Cell phone may be confiscated - Theft infraction may result in restitution
2	<ul style="list-style-type: none"> - Disorderly Conduct (level 1) - Minor Aggression 	<p>Intervention: Teacher-Student conference</p> <p>Consequence: Verbal Warning</p>	<p>Intervention: Teacher will conference with parents and student</p> <p>Consequence: Alternative Consequence (1)</p>	<p>Consequence: <u>Minimum:</u> Alternative Consequence (2-3) <u>Maximum:</u> 1 Day ALC or OSS</p>
3	<ul style="list-style-type: none"> - Bus Safety Violation 	<p>Intervention: Driver-Student conference</p> <p>Consequence: Verbal Warning</p>	<p>Intervention: Principal-Student conference / phone call home</p> <p>Consequence: Alternative Consequence (1)</p>	<p>Mandatory: Parent Meeting / Phone Call</p> <p>Consequence: <u>Minimum:</u> Alternative Consequence (2-3) <u>Maximum:</u> Student may lose bus riding privileges</p>
4	<ul style="list-style-type: none"> - Disorderly Conduct (level 2) - Misuse of Technology - Verbal Aggression - Defiance/Non-Compliance - Vandalism * - Major Theft * 	<p>Intervention: Principal-Student conference, phone call home</p> <p>Consequence: <u>Minimum:</u> Alternative Consequence (1-2) <u>Maximum:</u> 1 day of ALC or OSS</p> <ul style="list-style-type: none"> - Theft infraction may result in restitution 	<p>Intervention: Principal and teacher will conference with parents and student</p> <p>Consequence: <u>Minimum:</u> Alternative Consequence (2-3) <u>Maximum:</u> 1-3 days of ALC or OSS</p> <ul style="list-style-type: none"> - Theft infraction may result in restitution 	<p>Mandatory: Parent Meeting</p> <p>Consequence: <u>Minimum:</u> Alternative Consequence (3-4) <u>Maximum:</u> 1-2 days of ALC or OSS</p> <ul style="list-style-type: none"> - Theft infraction may result in restitution

5	<ul style="list-style-type: none"> - Fighting * - Bullying/Hazing/Harassment * - Possession of a Dangerous Item * - Possession of Sexual Materials 	Consequence: <u>Minimum:</u> Alternative Consequence (2-3) <u>Maximum:</u> 1 day ALC or OSS	Consequence: <u>Minimum:</u> 1 day ALC or OSS <u>Maximum:</u> 5 days ALC or OSS	Mandatory: Parent Meeting Consequence: <u>Minimum:</u> 2 days ALC or OSS <u>Maximum:</u> Expulsion
6	<ul style="list-style-type: none"> - Alcohol, Drug, Tobacco Violation ** - Sexual Harassment ** - Possession of a weapon (not a firearm) ** - Threat against school safety ** 	Mandatory: Parent Meeting Consequence: <u>Minimum:</u> 2 days ALC or OSS <u>Maximum:</u> Expulsion	Mandatory: Parent Meeting Consequence: <u>Minimum:</u> 3 days OSS <u>Maximum:</u> Expulsion	Mandatory: Parent Meeting Consequence: <u>Minimum:</u> 5 days OSS <u>Maximum:</u> Expulsion
6	<ul style="list-style-type: none"> - Aggravated Assault ** 	Consequence: <u>Minimum:</u> Long-term suspension <u>Maximum:</u> Expulsion		
6	<ul style="list-style-type: none"> - Possession of a firearm ** 	Consequence: Expulsion <i>A.R.S. 15-841 (G)</i>		

Alternate Consequence is defined as but not limited to lunch detention, buddy classroom, restrictive recess, or anything that is determined as appropriate for the infraction that maintains the student on campus.

Alcohol, Drug, Tobacco Violation: The use, possession, or distribution of nicotine, tobacco, alcohol, or drugs.

Aggravated Assault: An assault that causes serious bodily injury to another.

Bullying: Any aggressive, intentional behavior carried out by a person or group repeatedly and over time against a victim who cannot easily defend themselves. Bullying requires an observed or perceived imbalance of power — such as physical strength, access to embarrassing information, or popularity — between the bully and victim.

May be verbal, physical, or relational. May include cyberbullying.

- Verbal bullying includes teasing, name-calling, taunting, and threatening.

- Physical bullying includes hitting or kicking, tripping or pushing, spitting, and taking the victim's property.
- Relational bullying includes attempts to damage the victim's relationships or reputation by excluding, spreading rumors, or defamation.

Dangerous Item: Possessing a knife with a blade length of less than 3 inches, letter opener, mace/pepper spray, or other dangerous items (anything that under the circumstances in which it is used, attempted to be used, or threatened to be used is readily capable of serious physical injury).

Defiance/Non-Compliance: Failing to comply with a school rule or the specific direction of a school or district employee.

Disorderly Conduct:

Level One: Physical or disruptive behavior that interferes with the teaching and learning process or the orderly process of the school environment, but does not reach the level of physical harm to staff or students.

Level Two: Physical or disruptive behavior that moves beyond interference with the teaching and learning process or the orderly process of the school environment because it could escalate to a potential threat of violence against staff or other students.

Dress Code Violation: Wearing clothing or accessories that violate the District's dress code policy or regulation.

Harassment: Any abusive conduct that is directed at one or more students because of the student's actual or perceived race, color, national origin, religion, sex (including gender identity, sexual orientation, marital status, or pregnancy), or disability and that is sufficiently severe, pervasive, or persistent so as to interfere with or limit the student's ability to participate in or benefit from the services, activities, or opportunities offered by the school.

- Includes retaliation, which means any adverse action taken against a student for reporting a complaint of harassment when the reporter honestly believes harassment has occurred or is occurring, or for participating in or cooperating with an investigation.

Fighting: Mutual participation in the use of force or physical violence.

Firearm: Possessing any operable or inoperable, loaded or unloaded firearm or part of a firearm.

Hazing: A person commits an act of hazing against another student when both of the following apply:

1. The act was committed in connection with an initiation into, an affiliation with or the maintenance of membership in any organization (athletic team, association, club, other)
2. The act contributes to a substantial risk of potential physical injury, mental harm or degradation, or causes physical injury, mental harm or personal degradation.

Minor Aggression: Non-serious, but inappropriate physical contact, such as pushing in line, shoving, minor/aggravating tapping, nudging, tripping, etc.

Misuse of Technology: Inappropriate use of school provided technology equipment. Any act to access materials or content deemed inappropriate by district policy on district owned computers. Also may include any act to damage school computers, or to infect district computer resources with any kind of virus.

Sexual Harrassment: Sexual harassment is a form of sex discrimination that violates Title VII of the Civil Rights Act of 1964 and/or Title IX of the Education Amendments of 1972. Sexual harassment means unwelcome sexual conduct that a reasonable person would find to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education programs or activities. Sexual harassment includes, but is not limited to:

- Sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature.
- Suggestive or obscene letters, notes, invitations, derogatory comments, slurs, jokes, epithets, touching, impeding or blocking the movement of another, leering, gestures; display of sexually suggestive objects, pictures, or cartoons.
 - All of the above are prohibited whether delivered in person or via electronic means (networking sites and/or other telecommunication devices).

- Continuing to express sexual interest after being informed that the interest is unwelcome.
 - This does not include reciprocal attraction between peers.
- Coercive sexual behavior used to control, influence, or affect the educational opportunities, grades, and/or learning environment of a student.

Sexual Materials: Includes pictures, devices or electronic images that contain nudity or represent sexual activity that is offensive or disturbs the educational environment. This includes the possession or distribution of pornographic materials, which are defined as the sexually explicit depiction of persons, in words or images.

Vandalism: Destroying or defacing school property or the property of school staff or peers.

Verbal Aggression: Verbal aggression towards others refers to the use of hostile, disrespectful, or abusive language or behavior directed at someone else.

Weapon: Possessing a knife longer than 3 inches, or other instrument not designed for lethal use but which may be capable of causing death or other serious physical injury. The term includes anything perceived by a reasonable person to be capable of causing injury or death, given the manner in which it is possessed, used, attempted to be used, or threatened to be used. Dangerous instruments include, but are not limited to, pellet or BB guns, knives, ice picks, nunchakus, brass knuckles, clubs, explosive ammunition and fireworks.