Student/Family-The Academy K-12 Discipline Matrix (*Updated 7/20/2026*)

<table>
<tr><th colspan="2">Category 1 Behavior</th></tr>
<tr><td colspan="2">These behaviors create an apparent and immediate unsafe learning environment. Law enforcement may be contacted to support the response. Suspensions are usually assigned while an investigation can be conducted and/or a safe environment can be established. Category 1 behaviors can result in a referral for expulsion on the first offense. These behaviors can also initiate a Habitually Disruptive Contract which can lead to a referral for expulsion for repeated offenses.</td></tr>
<tr><td>Category 1A Violation</td><td></td></tr>
<tr><td>Sale, distribution, intent to sell drugs, alcohol, imitation drugs, dangerous substances</td><td rowspan="2"><u>Mandatory:</u>
Documentation in PowerSchool (Admin complete Log Entry-Discipline and Incident in PS.)
Parent / Guardian Contact (If completed by phone/conversation, recap in an email.)
Threat Assessment
Out of School Suspension (OSS)
ECE-2nd: 1-3 days
3rd-12th: 5 days
<u>Possible</u>:
Expulsion Referral
Restorative Reflection & Education
Counseling / Admin Check-Ins
Support Plan
Referral to Outside Services
Referral to Law Enforcement
Individual Safety Plan</td></tr>
<tr><td>Possession of a weapon, ordinary objects used as a weapon, explosives, or facsimile weapons used in a threatening way</td></tr>
<tr><td>Category 1B Violation:</td><td></td></tr>
<tr><td>Assaulting, fighting, and/or knowingly causing bodily injury to another member in our community</td><td rowspan="7">Mandatory:
Documentation in PowerSchool (Admin complete Log Entry-Discipline and Incident in PS.)
Parent / Guardian Contact (If completed by phone/conversation, recap in an email.)
Out of School Suspension
ECE-2nd: 1-3 days
3rd-12th: 3-5 days
Restorative Reflection & Education
Counseling / Admin Check-Ins</td></tr>
<tr><td>Bullying (See definition below)</td></tr>
<tr><td>Habitually Disruptive- (repeated Category 2 and 3 behaviors- See definition below)</td></tr>
<tr><td>Possession or use of drugs, alcohol, imitation drugs, tobacco, vaping devices, or drug paraphernalia</td></tr>
<tr><td>Harassment of a protected class – disability, sexual, ethnic/racial, gender, age, religion</td></tr>
<tr><td>Robbery (includes use of force or threatened force) or repeated theft</td></tr>
<tr><td>Vandalism or destruction of property that requires repair or</td></tr>
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replacement (over $100)	**Possible:** ● Support Plan ● If Habitually Disruptive or Bullying, appropriate documents completed and communicated with families. ● Expulsion Referral ● Referral to Outside Services ● Referral to Law Enforcement ● Individual Safety Plan ● Threat Assessment ● In School Suspension (ISS) or Combination of ISS and OSS (not to exceed 5 days)
Death threats made either in written, verbal, or digital form	
Participation in a gang or secret society	
Unwanted physical contact of a sexual nature (touching private areas, groping, simulated sexual acts)	

Students with Disabilities/Considerations (IEP/504)
Required: *If an Expulsion Review is requested, a Manifestation Determination Review must be held within ten (10) school days for a student with a disability under IDEA or Section 504. The meeting must involve a Special Education Teacher and/or Section 504 Specialist to determine if misconduct directly and substantially relates to the student's disability or if it directly resulted from the school's failure to implement the IEP or 504 Plan.*

Category 2 Behavior	
These behaviors disrupt the environment to a level that additional support is necessary. Category 2 behaviors may result in a temporary removal from the learning environment, documentation in PowerSchool, conferencing with an administrator, communication with parent/guardian, and restorative agreements. In addition, suspension and/or expulsion could result.	
Category 2A Violation:	
Verbal altercation (arguing, shouting, harmful language, and/or making threats, etc)	**<u>Mandatory:</u>** ● Documentation in PowerSchool (Admin or teacher complete Log Entry-Discipline. Admin complete Incident.) ● Parent / Guardian Contact (If completed by phone/conversation, recap in an email.) ● OSS/ISS or Combo Suspension ○ ECE-2: 1-2 days ○ 3-12: 1-3 days ● Restorative Reflection **<u>Possible</u>**: ● Counseling/ Admin Check-Ins ● Support Plan ● Parent / Guardian Meeting ● Expulsion Referral (Habitually Disruptive)
Inappropriate comments or language directed at or made about another member in our community/profanity/verbal abuse	
Leaving school property without being signed out at the Front Office	
Theft (stealing valuables, attempting to sell or keep another's property, organized or deliberate theft)	
Creation or possession of imitation weapons used in a threatening way	

	● Threat Assessment
Category 2B Violation:	
Failure to follow a reasonable request after clear expectations, redirect, and check-in *without* successfully changing behavior (Classroom removal)	**<u>Mandatory:</u>** ● Documentation in PowerSchool (Teacher or Admin complete Log Entry-Discipline.) ● Behavioral Reflection Form ● Parent / Guardian Contact (If completed by phone/conversation, recap in an email.) **<u>Possible</u>**: ● Detention ● OSS/ISS or Combo Suspension not to exceed 2 days. If suspension- Admin complete Incident in PS. ● Educational Reflection ● Restorative Conversation ● Classroom Removal ● Expulsion Referral (Habitually Disruptive)
Repeated defiance	
Inappropriate use of technology (taking photos without consent, distribution of inappropriate social media, recording a fight, inappropriate websites, etc.)	
Not being in assigned area at assigned time/skipping class	
Taking or being in possession of another person's property or materials without permission or intent to return	
Using hostile body language (getting in someone's face, clenching fists, etc)	
Physical Rough Play- Engaging in any physical behavior that invades another person's personal space	
Deliberately promoting, aiding, or provoking an altercation with prior intent or planning. This includes organizing, pressuring, or influencing others to engage in an altercation, either directly or indirectly, through in-person or digital communication.	
Knowingly being in the presence of individuals who are using, possessing, or distributing illegal substances, including drugs, alcohol, or nicotine products. Being knowingly present during such activity, even without directly participating, is a violation of school rules and may result in disciplinary action, including suspension and/or loss of privileges. Students are expected to remove themselves from such situations and report the incident to a trusted adult or school staff member.	
Accessing or obtaining staff property without permission	
Trespassing	
Possession or use of vaping/tobacco devices	
Vandalism or destruction of property that requires repair or replacement	
False reporting / providing false statements / counterfeiting or forgery	
Being in the same stall as another student in the restroom (Grades 3 and up)	
Repeated Academic Dishonesty	

Detrimental Behavior	
Repeated disruptive behaviors and/or patterns of Category 3 behaviors	
Selling items at school- Selling, purchasing, advertising, or exchanging items at school without prior approval from school administration.	

Category 3 Behavior	
These behaviors can be redirected in the context of a safe, inclusive, and productive learning environment.	
Violation:	
Failure to follow a reasonable request after clear expectations, redirect, and check-in *with* successfully changing behavior	**Mandatory:** ● Documentation in PowerSchool (Completed by teacher involved. First offense Gen Doc and repeated behaviors Log Entry-Discipline.) ● Student will be notified of documentation ● Parent / Guardian Contact in case of repeated behaviors. **Possible**: ● Behavior Reflection Form (in classroom) ● Restorative Conversation ● Logical Consequences
Teasing another member of the community/name calling	
Physical rough play or horseplay	
Disruptive hallway/common spaces behavior	
Misuse of passes / time out of class	
Academic dishonesty (Parent Contact) (1st Offense)	
Possession of non-academic items that causes a distraction to the learning environment	
Profanity or inappropriate comments not directed at a person	
Tardies (Grades 6-12)	
Inappropriate use of technology (playing games, usage during unpermitted times, off task websites and/or games, using another person's device, etc.)	
Taking or being in possession of another person's property or materials without permission	
Vandalism or destruction of property that does not require repair or replacement	
Inappropriate bathroom use/behaviors	
Public display of affection	
Personal electronics violation (MS Office Documentation)	
Dress code violation	

Definitions/Glossary:

Academic Dishonesty
Any intentional act or attempt to deceive an instructor or other evaluator regarding a student's work or academic performance. It involves using unauthorized materials, receiving or providing aid, or misrepresenting one's work to gain an unfair advantage. Common examples include cheating, plagiarism, fabrication, and facilitating academic dishonesty.

Appropriate Language

The Academy is committed to creating a respectful and inclusive environment. The use of inappropriate language, including cursing and slurs, undermines this commitment. Therefore, all students are expected to adhere to the standards of respectful communication at all times.

The Academy defines inappropriate language as: (Verbal, written, electronic, visual/pictorial)

- Profanity: Any language that is vulgar, obscene, or offensive.
- Slurs: Derogatory, demeaning, or discriminatory language targeting individuals or groups based on disability, race, creed, color, sex, sexual orientation, gender identity, gender expression, family composition, religion, age, national origin, ancestry, or any other protected status.
- Hate Speech: Language that expresses, advocates, or encourages violence, hostility, discrimination, or intimidation toward an individual or group based on an actual or perceived characteristic, including disability, race, creed, color, sex, sexual orientation, gender identity, gender expression, family composition, religion, age, national origin, ancestry, or any other protected status.
- Sexually explicit language: Any language that is sexually suggestive or offensive.

Bullying (Physical/Non Physical)
In Colorado, bullying is defined in C.R.S. 22-32-109.1(1)(b): “Bullying” means any written or verbal expression, or physical or electronic act or gesture, or a pattern thereof, that is intended to coerce, intimidate, or cause any physical, mental, or emotional harm to any student.

Defiance
Willful refusal to follow a reasonable direction given by a staff member, including persistent noncompliance, argumentative behavior, or other conduct that results in a disruption of the educational environment.

Detrimental Behavior
Any conduct that causes or is reasonably likely to cause physical, emotional, or educational harm to oneself or others. It substantially disrupts the educational environment, or involves the intentional violation of school rules, policies, or staff directives.

Disruptive Behavior
Any action that significantly interferes with the normal functioning of a setting, like a classroom or workplace, or disrupts the learning or work of others.

Habitually Disruptive
Pursuant to C.R.S. § 22- 33- 106, “habitually disruptive student” means a child who has caused a material and substantial disruption on school grounds, in a school vehicle, or at a school activity or sanctioned event three or more times during the course of a school year. Any student who is enrolled in a public school may be subject to being declared a habitually disruptive student.

Harassment (Physical)
Any unwelcome physical conduct directed at an individual based on the individual’s actual or perceived membership in a protected category within the school community that is discriminatory, intimidating, hostile, threatening, or harmful in nature.

Harassment (Non Physical)
Any unwelcome verbal, written, visual, electronic, or other non-physical conduct directed at an individual based on the individual's actual or perceived membership in a protected category within the school community that is discriminatory, intimidating, hostile, threatening, or harmful in nature.

Horseplay/Rough Housing
Minor physical behavior, including physical pranks, pushing, shoving, or similar conduct that is not intended to cause harm and does not result in injuries.

Robbery
Knowingly taking anything of value from a person or surroundings of another by the use of force, threats or intimidation.

Students with a Disability
Students with disabilities are entitled to the procedural protections provided under applicable state and federal law. Repeated removals from the student's educational placement, including in-school suspension when it constitutes a removal, may create a pattern of exclusion. When required by law, the school will conduct a Manifestation Determination Review before implementing a disciplinary change of placement. The school should also consider whether a Functional Behavior Assessment (FBA), Behavior Intervention Plan (BIP), or revisions to existing behavioral supports are appropriate to address the student's needs.