CHATFIELD HIGH SCHOOL
DISCIPLINE MATRIX

2026-2027

As approved by the Board of Education August 12, 2026

Discipline Matrices

1. A student's presence in school cannot be understated regarding success in school. When possible, school staff will seek to exhaust non-exclusionary intervention prior to suspension. This does not, however, prevent immediate use of suspension when a student is a threat to themselves or others.

2. The extreme nature of any infraction may warrant the most severe discipline. The definitions listed below are guidelines to assist with interpretation of the infraction. Please refer to the building principal for further clarification.

3. The building principal may recommend alternate intervention as they see fit. Alternate intervention may include but is not limited to a law enforcement referral, placement in an alternative program, service, or appropriate loss of privileges.

4. Students refusing to serve in school suspension may be suspended out of school for the number of days of ISS. Any additional violations that occur during ISS will result in additional consequences.

5. Discipline of students, including handicapped students, will be administered in accordance with the "Pupil Fair Dismissal Act" and the students individualized education plan that includes behavior interventions and modifications.

6. In the event of major behavioral infractions, the principal may make a referral to the Alternative Learning Center as part of the violation procedure or as an alternative setting until the expulsion hearing procedures can take place.

Definitions

Arson - the willful and malicious burning of any part of a building or its contents.

Assault on an employee - the intentional, unlawful threat by words, symbols, acronyms or language, whether oral or written or act to do violence to the person of another coupled with an apparent ability to do so, and doing some act which creates a well-founded fear in such other person that such violence is imminent.

Battery upon an employee - the actual unlawful and intentional or unintentional touching or striking of an employee against their will, or the intentional or unintentional causing of bodily harm.

Battery upon a student - the actual intentional/unintentional pushing or striking of another student against the will of the other, or intentionally causing bodily harm to an individual.

Bomb threat - any such communication(s) that have the intent to threaten the safety of staff and students which has the effect of interrupting the educational environment.

Bullying – Systematically and chronically inflicting physical hurt or psychological distress on one or more students that is severe and pervasive enough to create an intimidating, hostile, or offensive environment; or unreasonably interfere with the individual's school performance or participation. This can be done by words, symbols, acronyms or language, whether oral or written. Bullying is the product of a pattern of intentional harm, repetition over time, and either a real or perceived power imbalance.

Bus Misconduct Level I - student behavior that affects, hinders, or otherwise impairs the driver's concentration and which jeopardizes the safety, health, and welfare of the student or other bused students, or persons or property in the bus area.

Bus Misconduct Level II- student behaviors that violate one or more of the other major violations such as fights, assaults, bullying, and sexual harassment and will be addressed under those violation guidelines.

Disrespectful, inappropriate or offensive speech/action – disrespectful speech or action, discourteous, rude, non-verbal or verbal forms of disrespect, disregard for authority, uncontrolled behavior, and negative performing of conduct, intentionally violating another student's or staff member's space, swearing during a conversation or expressing him/herself but not indirectly or directly towards another student or staff member. This can be done through words, symbols, acronyms or language, whether oral or written.

Disruptive behavior - student behavior that hinders the teaching process, the learning process, or the school's safety, climate, property, or well-being.

Drugs/alcohol - any substance used as or in a medicine, a narcotic, cannabis, alcohol, or controlled substance, or manufactured substance that has the potential for altered physical or cognitive condition.

Possession, use, sale - the possession, administration, dispensing, distribution, or delivery of the above items.

Failure to follow classroom rules - misconduct dealing with the classroom rules as determined by the teacher while student is in a classroom.

Fighting - to take part in a physical struggle; to struggle against opposition; to oppose physically as with fist; to actually and intentionally strike another against the will of the other; intentionally causing bodily harm to an individual.

Fight instigation - a third person instigating, inciting, or encouraging a fight or confrontation between two other individuals.

Forgery - whoever falsely makes, alters, forges, or counterfeits a record, or a certificate; the act of forging documents, signatures, etc. to deceive.

Falsification Forged Note or Pass or Lying- the forging of a parent note, of a staff member's signature, and/or creating a hall pass to inappropriately deceive or gain unwarranted privileges by falsification or lying. Lying to a person in authority for personal gain or not being truthful during an investigation of a possible school violation.

Gambling/playing games of chance - the act of competing for money more than pennies, participating in competition/games of chance with monetary awards.

Harassment - Any threatening, insulting, or dehumanizing gesture, use of data or computer software, or written, verbal, symbols, acronyms or language or physical conduct that places a student or school employee in reasonable fear of harm to his or her person or damage to his or her property, has the effect of substantially interfering with a student's educational performance, opportunities, or benefits, or has the effect of substantially disrupting the orderly operation of a school including any course of conduct directed at a specific person that causes substantial emotional distress in such a person and serves no legitimate purpose.

Insubordinate - not submitting to authority; disobedient; failure to follow reasonable request by teachers or staff; not telling the truth when requested by a teacher or staff.

Items not appropriate at school - the bringing of items that are not appropriate or beneficial to the learning environment of the school.

Leaving school without authority - a pupil who leaves school without proper authority.

MSHSL- Minnesota State High School League violation as stated in the MSHSL Handbook regarding code of ethics, drugs/alcohol/tobacco, harassment and other violations as stated in handbook and student handbook.

Other infractions - other forms, types of unacceptable behaviors which are not defined or identified by other definitions.

Participating in riotous disorder – leading, encouraging, or assisting in major disruptions.

Profanity, foul language, obscene material – use of indecent language, whether oral or written, or materials, whether audio or visual, which would include social media or other mass technology forms of communication.

Sexual Harassment - (undesired sexual behavior towards another) unwanted or repeated verbal or physical sexual behavior that is offensive and objectionable to the recipient, causes discomfort or humiliation or creates a hostile environment.

Sexual Offenses - (lewd behavior, indecent exposure) sexual contact, including intercourse, without force or threat of force and where victim is capable of giving consent. Exposing an individual to lewd, sexual behavior or actions which also could use words, symbols, acronyms or language, whether oral or written.

Sexual Battery - attempted or forcible penetration, or unwanted touch of another's private body parts.

Skipping class(es) - staying away from a specific class(es), for a partial or full period, without permission.

Stealing/Theft - obtaining property by fraud; taking dishonestly.

Threat/Intimidation - (instilling fear in others) must have all three elements to be considered a threat: (1) intent; (2) fear; and (3) capability. To unlawfully place another person, either another student or a staff member, in fear of harm (emotional or physical) with or without the use of a weapon.

Tobacco products: possession, use, sale - cigarettes, tobacco-related devices, electronic cigarettes, vapes or vape cartridges or juice, cigars, snuff, dipping and chewing tobacco, etc.; leaves prepared for smoking, chewing, or snuffing.

Truancy - disregard of attendance regulations as described under Minnesota Statute, which is 7 or more unexcused classroom periods of the same period and/or unexcused days.

Vandalism - malicious destruction of property; to destroy or damage property of the school, school grounds or private individual's property while on the school grounds.

Violation of any motor vehicle regulation including parking – parking in marked areas that are not designated for students, or areas that are not designated for students as stated in the student handbook. Inappropriately driving on school grounds or not yielding to pedestrians or other motor vehicles that have the right of way. Any violations that threaten the safety of others limit other student's access to the school facilities or items on, in or toed by the motor vehicle that is offensive, causes a disruption or interferes with the educational process or normal operation of the school may also be considered under other violations of the discipline matrix.

Weapon – From Policy 501:
A "weapon" means any object, device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, any firearm, whether loaded or unloaded; air guns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; nun chucks; throwing stars; explosives; fireworks; mace and other propellants; stun guns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.

No person shall possess, use, or distribute any object, device or instrument having the appearance of a weapon and such objects, devices or instruments shall be treated as weapons including, but not limited to, weapons listed above which are broken or non-functional, look-alike guns; toy guns; and any object that is a facsimile of a real weapon.

No person shall use articles designed for other purposes (i.e., lasers or laser pointers, belts, combs, pencils, files, scissors, etc.), to inflict bodily harm and/or intimidate and such use will be treated as the possession and use of a weapon.

Offenses and Interventions

For each category of behaviors, a series of potential interventions are listed. Each behavioral incident is unique. Frequency, level of severity, intent, damage, injury, intensity, and other elements all factor into the consideration of interventions following an incident. These lists are not fully inclusive of all interventions, rather, they represent a range of interventions that might be used given the uniqueness of a specific incident. The interventions listed below are not necessarily in a sequential order.

Arson

- Police referral
- Restitution
- MSHSL code violation and one-contest suspension
- Loss of trip privilege
- Out of school suspension (OSS)
- Recommendation for expulsion

Assault and/or battery against a staff member

- Police referral
- Loss of trip privilege
- MSHSL code violation and one-contest suspension
- Out of school suspension (OSS)
- Recommendation for expulsion

Bomb threats

- Police referral
- MSHSL code violation and one-contest suspension
- Loss of trip privilege
- Out of school suspension (OSS)
- Recommendation for expulsion

Breach of school computer/digital security

- Individual behavior plan
- Community service
- Loss of privilege
- Loss of hall pass privilege
- MSHSL code violation and one-contest suspension
- Restitution
- Police referral
- Recommendation for expulsion

Bullying & Harassment/ Threat/ Intimidation

- Student conferences, staff and office warnings, and parent notifications or conferences are always options for early intervention.
- In-school suspension (ISS)
- Individual behavior plan
- MSHSL code violation and one-contest suspension
- Loss of trip privilege
- Out of school suspension (OSS)
- Loss of trip privilege
- Police referral

Bus misconduct Level I

- Student conferences, staff and office warnings, and parent notifications or conferences are always options for early intervention
- Seat assignment
- Bus suspension

*Greater severity may lead to a higher level of consequence. Bus Level II will also be dealt with under regular school rules/procedures MSHSL

Cheating/Academic Dishonesty: plagiarism, misrepresentation of true authorship or work, providing unauthorized information, or using unauthorized information on an assessment or assignment

- Student conferences, staff and office warnings, and parent notifications or conferences are always options for early intervention
- Loss of credit for test, project or assignment
- Loss of Minnesota Honor Society membership or future consideration
- MSHSL code violation and one-contest suspension

Defacing school property and vandalism

- Parent notification
- Individual behavior plan
- Community service
- Loss of privilege
- Loss of hall pass privilege
- Restitution
- Extra-curricular sit-out
- Police referral
- Loss of trip privilege

Disorderly Conduct (Disruptive behavior that poses a serious threat to the learning environment, health, or welfare of others)

- In-school suspension (ISS)
- Loss of trip privilege

- Loss of hall pass privilege
- MSHSL code violation and one-contest suspension
- Out of school suspension (OSS)
- Police referral

Disrespectful, inappropriate, or offensive speech/action

- Student conferences, staff and office warnings, and parent notifications or conferences are always options for early intervention
- After-school detention
- Saturday detention
- In-school suspension (ISS)
- Individual behavior plan
- MSHSL code violation and one-contest suspension
- Loss of trip privilege
- Out of school suspension (OSS)

Disruptive Behavior

- Student conferences, staff and office warnings, and parent notifications or conferences are always options for early intervention
- After-school detention
- Saturday detention
- In-school suspension (ISS)
- Individual behavior plan
- MSHSL code violation and one-contest suspension
- Out of school suspension (OSS)

Drug and alcohol possession or use or possession of drug paraphernalia

- Parent conference
- Loss of hall pass privilege
- In-school suspension (ISS)
- Out of school suspension (OSS)
- MSHSL eligibility violation and two-contest ***or*** two-week suspension
- MSHSL eligibility violation and six-contest ***or*** six-week suspension
- Police referral
- Loss of trip privilege

Sale or distribution of drugs, alcohol, or paraphernalia

- MSHSL eligibility violation and two-contest ***or*** two-week suspension
- MSHSL eligibility violation and six-contest ***or*** six-week suspension
- Police referral
- Loss of hall pass privilege
- Out of school suspension (OSS)
- Recommendation for expulsion

Electronic items such as cell phones, handheld devices, and smartwatches during instructional activities

- Student conferences, staff and office warnings, and parent notifications or conferences are always options for early intervention
- Confiscation
- After-school detention
- Saturday detention
- Loss of phone privilege

Electronics, such as headphones, that prevent students from listening during instructional activities

- Student conferences, staff and office warnings, and parent notifications or conferences are always options for early intervention
- Confiscation
- After-school detention
- Saturday detention
- Loss of phone privilege

Failure to follow classroom/school rules

- Student conferences, staff and office warnings, and parent notifications or conferences are always options for early intervention
- After-school detention
- Saturday detention
- In-school suspension (ISS)
- MSHSL code violation and one-contest suspension
- Loss of trip privilege
- Out of school suspension (OSS)
- Individual behavior plan

Fighting or battery/Assault/Fight instigation

- MSHSL code violation and one-contest suspension
- Out of school suspension (OSS)
- Individual behavior plan
- Police referral
- Recommendation for expulsion

Fireworks/Incendiary devices

- MSHSL code violation and one-contest suspension
- Loss of trip privilege
- Out of school suspension (OSS)
- Police referral
- Recommendation for expulsion
- Restitution

Forgery

- Parent notification
- In-school suspension (ISS)
- Loss of hall pass privilege
- Truancy petition process initiated
- MSHSL code violation and one-contest suspension
- Out of school suspension (OSS)

Falsification (Forgery of a note, signature, or money; covering up a violation; providing false information)

- Parent notification
- Loss of hall pass privilege
- Truancy petition process initiated
- MSHSL code violation and one-contest suspension
- In-school suspension (ISS)
- Out of school suspension (OSS)

Gambling/games of chance regardless of format

- Office warning
- After-school detention
- Confiscation

Homicide, armed robbery, or aggravated battery

- MSHSL code violation and one-contest suspension
- Police referral
- Out of school suspension (OSS)
- Recommendation for expulsion

Horseplay, pushing, running

- Student conferences, staff and office warnings, and parent notifications or conferences are always options for early intervention
- After-school detention
- Saturday detention
- In-school suspension (ISS)
- Extra-curricular sit-out
- Out of school suspension (OSS)

Inappropriate dress, wearing symbols not adhering to dress code

- Conference with student
- Change of clothing
- Parent notification
- After-school detention
- Saturday detention
- In-school suspension (ISS)
- Extra-curricular sit-out

- MSHSL code violation and one-contest suspension
- Out of school suspension (OSS)

Inappropriate display of affection

- Student conferences, staff and office warnings, and parent notifications or conferences are always options for early intervention
- After-school detention
- Saturday detention
- Loss of hall pass privilege
- In-school suspension (ISS)
- Extra-curricular sit-out
- Out of school suspension (OSS)

Insubordination

- Student conferences, staff and office warnings, and parent notifications or conferences are always options for early intervention
- After-school detention
- Saturday detention
- In-school suspension (ISS)
- Extra-curricular sit-out
- Loss of trip privilege
- Out of school suspension (OSS)

Items not appropriate at school

- Student conferences, staff and office warnings, and parent notifications or conferences are always options for early intervention
- Confiscation
- After-school detention
- Saturday detention
- Extra-curricular sit-out
- In-school suspension (ISS)
- Out of school suspension (OSS)

Possession of a knife or other potentially dangerous item that is not considered a weapon and not exposed to other students

- MSHSL code violation and one-contest suspension
- Police referral
- In-school suspension (ISS)
- Out of school suspension (OSS)

Leaving school without authorization

- Office warning
- Unexcused absence assigned
- After-school detention

- Saturday detention

Parking in unauthorized area
- Office warning
- Loss of parking privilege
- Tow at owner's expense

Participating in riotous disorder
- MSHSL code violation and one-contest suspension
- Loss of trip privilege
- Out of school suspension (OSS)
- Recommendation for expulsion

Possession and/or use of vapes, e-cigarettes, tobacco products, refill cartridges/juice or its paraphernalia
- MSHSL eligibility violation and two-contest ***or*** two-week suspension
- MSHSL eligibility violation and six-contest ***or*** six-week suspension
- Confiscation
- Loss of trip privilege
- In-school suspension (ISS)
- Police referral
- Out of school suspension (OSS)
- Recommendation for expulsion

Profanity, foul language, hate speech, obscene materials or gestures
- Student conferences, staff and office warnings, and parent notifications or conferences are always options for early intervention
- After-school detention
- Saturday detention
- Individual behavior plan
- Loss of trip privilege
- MSHSL code violation and one-contest suspension
- Recommendation for expulsion

Security Violation Tampering w/or compromising building security devices, propping doors opens, or permitting entry of a person through a secure entrance
- Office warning
- After-school detention
- Saturday detention
- In-school suspension (ISS)
- Extra-curricular sit-out
- MSHSL code violation and one-contest suspension
- Loss of facility use privilege
- Restitution

- Out of school suspension (OSS)

Sexual harassment or violation of photo free zones

- Student conferences, staff and office warnings, and parent notifications or conferences are always options for early intervention
- In-school suspension (ISS)
- MSHSL eligibility violation and two-contest ***or*** two-week suspension
- Loss of trip privilege
- Police referral
- Out of school suspension (OSS)
- Recommendation for expulsion

Sexual offenses

- Police referral
- MSHSL eligibility violation and two-contest ***or*** two-week suspension
- Loss of trip privilege
- Out of school suspension (OSS)
- Recommendation for expulsion

Sexual battery

- Police referral
- MSHSL eligibility violation and two-contest ***or*** two-week suspension
- Loss of trip privilege
- Out of school suspension (OSS)
- Recommendation for expulsion

Skipping detention

- Teacher warning
- After-school detention
- In-school suspension (ISS)
- Loss of extra curricular programs or event participation
- MSHSL code violation and one-contest suspension

Skipping class(es), school, and/or leaving class without permission

- Unexcused absence assigned
- Extra-curricular sit-out
- After-school detention
- Saturday detention
- In-school suspension (ISS)
- MSHSL code violation and one-contest suspension

Stealing/possession of a test or duplication or distribution of copies of a test

- In-school suspension (ISS)
- Loss of credit for test, project or assignment

- Loss of Minnesota Honor Society membership or future consideration
- MSHSL code violation and one-contest suspension

Theft
- Parent notification
- Loss of hall pass privilege
- After-school detention
- In-school suspension (ISS)
- MSHSL code violation and one-contest suspension
- Loss of trip privilege
- Restitution
- Out of school suspension (OSS)
- Police referral
- Recommendation for expulsion

Tardy
- Student conferences, staff and office warnings, and parent notifications or conferences are always options for early intervention
- Loss of hall pass privilege
- Loss of senior lunch privilege
- After-school detention
- Saturday detention
- In-school suspension (ISS)
- Extra-curricular sit-out

Truancy
- Office warning
- Parent notification
- Loss of hall pass privilege
- Loss of senior lunch privilege
- Truancy petition process initiated
- Truancy petition filed
- Extra-curricular sit-out

Unauthorized entry into/use of school facilities
- Office warning
- In-school suspension (ISS)
- Extra-curricular sit-out
- MSHSL code violation and one-contest suspension
- Restitution
- Loss of facility use privilege
- Police referral

Unauthorized sale at school

- Student conferences, staff and office warnings, and parent notifications or conferences are always options for early intervention
- After-school detention
- Saturday detention
- In-school suspension (ISS)
- Extra-curricular sit-out

Vandalism

- After-school detention
- Saturday detention
- MSHSL code violation and one-contest suspension
- Loss of trip privilege
- In-school suspension (ISS)
- Community service
- Restitution
- Police referral
- Recommendation for expulsion

Violation of any motor vehicle regulations, including parking

- Office warning
- Tow at owner's expense
- Loss of parking privilege

Weapons- (Non-Firearm) Possession, Use, Threat of Use, or Distribution

- MSHSL code violation and one-contest suspension
- Loss of trip privilege
- Police referral
- Out of school suspension (OSS)
- Recommendation for expulsion

Weapons- (Firearm) Possession, Use, Threat of Use, or Distribution

- MSHSL code violation and one-contest suspension
- Loss of trip privilege
- Police referral
- Out of school suspension (OSS)
- Recommendation for expulsion