Inappropriate and Disruptive Behaviors and Response Levels

If a behavior is in two or more Response Levels, the lowest Response Level should be used for the first occurrence during the current school year, except for Response Levels 1 and 2

RESPONSE LEVEL 1	RESPONSE LEVEL 2	RESPONSE LEVEL 3	RESPONSE LEVEL 4	RESPONSE LEVEL 5
Classroom Intervention w/or w/out Discipline	Support Staff Intervention w/or w/out Administrative Discipline - Up to 1 day of In-School-Suspension	Intensive Intervention & Administrative Discipline - Days of ISS &/or up to 3 days OSS (May use combination of in and out of school not to exceed 3 days)	Intensive Strategies, Intervention & Administrative Discipline - 4 to 5 days of Out-of-School Suspension	Intensive Intervention w/ Possible Long-Term Removal f/m School & Re-Engagement Strategies - Mandatory Out-of-School Suspension and Possible Recommendation for Expulsion

ALCOHOL (A)					
Categories: PS – Possession, USE – Use, DT – Distribution					
Use and/or being under the influence of, or soon after consuming any alcoholic beverage.			3	4	5
Possession of any beverage containing alcohol; Use and/or being under the influence of, or soon after consuming, any alcoholic beverage.			3	4	5
Distribution of a beverage containing alcohol.				4	5

ARSON (AR)					
Use this code if police or CPS Safety and Security are involved					
Setting a fire or attempting to set a fire.			3	4	5

ASSAULT (AS)					
Contact CPS Safety and Security to determine appropriateness of using this code					
MUST INCLUDE VICTIM INFORMATION IN REFERRAL					
Categories: V – Violent act with injury, N – Violent act without injury					
The exertion of physical force by a student with the intent to do serious physical injury to another person while on school property, including a school bus in service on behalf of the district, or while involved in school activities.				4	5
Use of physical force, including the use of an object, directly against or affecting a staff member or any adult who is legitimately exercising authority at the school or during any school activity.					5

Inappropriate and Disruptive Behaviors and Response Levels

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AUTOMOBILE/VEHICLE MISUSE (AV)					
Unregistered parking		2			
Failure to move vehicle at the request of an official, failure to follow direction given by school/city officials, or failure to follow established rules for parking or driving on district property		2	3		
Uncourteous or unsafe driving on or around district property		2	3		

BOMB/SCHOOL THREAT/FALSE ALARM (BT)					
Use this code if police or CPS Safety and Security are involved.					
A threat assessment will be conducted to determine the validity and severity of a threat					
False Alarms – Activating the school's fire and/or other alarm systems, reporting a fire when no fire exists, or making a false alarm call to 911.			3	4	
Attempting to use or using fireworks, smoke bombs, pepper spray/gas, MACE, tear gas, stink bombs, or possessing or using an item with incendiary intent.			3	4	
Communicating a school or large group threat or false report (verbally, electronically, written or through social media) for the purpose of frightening or disturbing people, disrupting the educational environment, or causing the evacuation or closure of district property. This includes threatening to bring a weapon to school.			3	4	5
Making a bomb threat or threatening to set off an explosive device without actual possession of the bomb or explosive device.					5
Possession of a bomb or other explosive device					5

Inappropriate and Disruptive Behaviors and Response Levels

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BULLYING/CYBER BULLYING (BULLY)					
Required Sub Code: HD – Harassment based on disability, HR – Harassment based on race/national origin, HS – Harassment based on sex, HSO – Harassment based on sexual orientation, HBR – Harassment based on basis of religion, B-OTH – Bullying Other					
INSTRUCTION: MUST INCLUDE VICTIM INFORMATION; Bullying Report must be filled out. If Bullying is directed towards one of the five protected classes, you must also complete the Board Policy AC Investigation Report found linked here in the portal.					
Intimidation, unwanted aggressive behavior or harassment (including criminal harassment under the Safe Schools Act), that is repetitive or is substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; substantially interferes with the educational performance, opportunities or benefits of any student without exception; or substantially disrupts the orderly operation of the school. Bullying may consist of physical actions, including gestures, or oral communication, cyberbullying, electronic or written communication, and any threat of retaliation for reporting of such acts. “Cyber bullying” means bullying through the transmission of a communication including, but not limited to, a message, text, sound or image by means of an electronic device including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer or page. Students will not be disciplined for speech in situations where the speech is protected by law.		2	3	4	5

Inappropriate and Disruptive Behaviors and Response Levels

If a behavior is in two or more Response Levels, the lowest Response Level should be used for the first occurrence during the current school year, except for Response Levels 1 and 2

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CELL PHONE/PERSONAL COMMUNICATION DEVICE MISUSE (CPDTM)					
Categories: PD – Personal Device, IC – Accessing inappropriate content, HACK – Hacking/disable-evading filter, IC – Accessing inappropriate content					
INSTRUCTION: See also CPS Board Policies EHBA					
Using, displaying, or turning on personal electronic devices during the school day, unless the use is part of the instructional program, required by a district-sponsored class or activity, or otherwise permitted by the building principal. - - Warning – teacher. If student refuses or second offense occurs. - - Cell phone taken for one day, phone locked up, office referral. - - Cell phone taken, phone locked up, guardian pick up – referral. - - Cell phone turned in at office from start to finish of the day.	1	2	3		

COMPUTER/TECHNOLOGY MISUSE (CTM)					
Categories: EL – Electronic device, PD – Personal Device, SD – School Device, HACK – Hacking/disableevading filter, IC – Accessing inappropriate content					
INSTRUCTION: See also CPS Board Policies EHB, EHB-R1, EHB-R2, EHBA, and KKB.					
Possession and/or distribution of photographic, visual images or recording disruptions to the learning environment on school property or at school sponsored events.		2	3	4	5
Attempting, regardless of success, to gain unauthorized access to technology; accessing inappropriate content; secure a higher level of privilege without authorization; hacking; evading/disabling a filter.			3	4	

Inappropriate and Disruptive Behaviors and Response Levels

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DRUGS (D)					
Categories: DT – Distribution, PS – Possession, USE – Use; Required Sub Code: D – Drug, C – Cocaine, I – Inhalants, CAN – Cannabis, METH – Methamphetamine, O – Other, PAR – Paraphernalia, PRE – Prescription Drugs					
INSTRUCTION: Use this code if police or CPS Safety and Security are involved					
Marijuana and Marijuana-Infused Products: The district does not permit the possession, use, or administration of marijuana or marijuana-infused products for medicinal or other purposes on district property or at district events since these products are prohibited under federal law. This prohibition applies even if the student has a valid, Missouri-issued, medical marijuana card.					
Smells of cannabis, without evidence of use or being under the influence, enough to cause disruption to the learning environment.		2			
Use of any drug(s) or being under the influence of any drug, including cannabis.			3	4	
Possession of any drug(s) including but not limited to cannabis or THC or drug paraphernalia, including but not limited to a vape.			3	4	5
Purchasing cannabis and/or any drug(s) other than cannabis, and or drug paraphernalia, including but not limited to a vape.				4	5
Distribution of a drug(s), including but not limited to cannabis and THC , and or of drug paraphernalia, including but not limited to a vape.					5

Inappropriate and Disruptive Behaviors and Response Levels

If a behavior is in two or more Response Levels, the lowest Response Level should be used for the first occurrence during the current school year, except for Response Levels 1 and 2

RESPONSE LEVEL 1	RESPONSE LEVEL 2	RESPONSE LEVEL 3	RESPONSE LEVEL 4	RESPONSE LEVEL 5
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DISRUPTIVE BEHAVIOR (DB)					
Categories: DT – Distribution, PS – Possession, USE – Use; Required Sub Code: D – Drug, C – Cocaine, I – Inhalants, CAN – Cannabis, METH – Methamphetamine, O – Other, PAR – Paraphernalia, PRE – Prescription Drugs					
INSTRUCTION: Use this code if police or CPS Safety and Security are involved					
Marijuana and Marijuana-Infused Products: The district does not permit the possession, use, or administration of marijuana or marijuana-infused products for medicinal or other purposes on district property or at district events since these products are prohibited under federal law. This prohibition applies even if the student has a valid, Missouri-issued, medical marijuana card.					
Behavior that is a disruption to instruction and the learning of other students in the classroom.	1	2	3		
Intentionally kicking, throwing, or releasing an object (including a snowball) that has a potential to cause a disruption, injury or property damage and/or the object makes physical contact with another student or peer, when the act of throwing or releasing the object is not part of a supervised activity.	1	2	3		
Taunting, baiting, inciting, and/or encouraging a fight, a disruption, or other violation of school rules.		2	3	4	

DRESS CODE VIOLATION (DCV)					
Violation of district dress code policy as designated in school rules and handbooks. Dress that significantly disrupts the educational environment will be prohibited.	1	2			

Inappropriate and Disruptive Behaviors and Response Levels

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EXPOSURE (EX)					
Not sexual in nature. Such as urinating in public.		2	3		

FIGHTING (FG)					
Mutual combat in which both parties have contributed to the conflict either verbally or by physical action (i.e., hitting, punching; may involve hitting with an object, kicking, hair pulling, scratching, etc.). Important to note is the intent to cause harm or injury. NOTE: When a student engages in 3 acts of physical violence, including fights or assault the student may be suspended pursuant to the behavior response levels in the Behavior Education Plan. After the third act of violence, the Director of Student Services can be consulted about additional consequences			3	4	
Mutual combat that includes serious physical injury to another individual.				4	5

GAMBLING (GM)					
Non-instructional activities that include betting on an uncertain outcome, regardless of stakes; engaging in any game of chance in which something of real or symbolic value may be won or lost. Examples include but are not limited to betting on outcomes of activities, assignments, contests, and games .	1	2			

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HARASSMENT/INTIMIDATION (HI)					
Required Sub Code: HD – Harassment based on disability, HR – Harassment based on race/national origin, HS – Harassment based on sex, HSO – Harassment based on sexual orientation, HBR – Harassment based on basis of religion, HOTH – Harassment Other					
See Board Policy AC and ACA for exact definitions					
INSTRUCTION: Use this code if police or CPS Safety and Security are involved - Put in victim information - If Harassment is directed towards one of the five protected classes, you must complete the Board Policy AC Investigation Report found linked online.					
Unwelcome physical contact or verbal, written or symbolic language based on gender, gender identity, gender expression, race, color, religion, sex, sexual orientation, national origin, ancestry, disability, or any other characteristic protected by law. Examples of illegal harassment include, but are not limited to, racial jokes or comments; requests for sexual favors and other unwelcome sexual advances; graffiti; name calling; or threatening, intimidating or hostile acts based on a protected characteristic.		2	3	4	5
Intimidation, unwanted aggressive behavior or harassment (including criminal harassment under the Safe Schools Act), that is repetitive or is substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; substantially interferes with the educational performance, opportunities or benefits of any student without exception; or substantially disrupts the orderly operation of the school. Bullying may consist of physical actions, including gestures, or oral communication, cyber bullying, electronic or written communication, and any threat of retaliation for reporting of such acts. “Cyber bullying” means bullying through the transmission of a communication including, but not limited to, a message, text, sound or image by means of an electronic device including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer or page. Students will not be disciplined for speech in situations where the speech is protected by law.		2	3	4	5

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HARASSMENT ALLEGED (HI A)					
Required Sub Code: HD – Harassment based on disability, HR – Harassment based on race/national origin, HS – Harassment based on sex, HSO – Harassment based on sexual orientation, HBR – Harassment based on basis of religion, HOTH – Harassment Other					
INSTRUCTION: Put in victim information, list no offenders in Infinite Campus; See Board Policy AC and ACA for exact definitions					
Used to track alleged harassment. Required for reporting to OCR when there are alleged incidents of harassment/intimidation where an offender cannot be identified. This code should be used anytime someone claims harassment, but it cannot be substantiated or found NOT to be harassment.		2			

HAZING (HAZE)					
An activity that a reasonable person believes would negatively impact the mental or physical health or safety of a student or put the student in a humiliating or stressful position for the purposes of initiation, admission, membership in any group, class, organization, club or athletic team. Hazing can occur even when all students involved are willing participants.		2	3	4	5

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INTEGRITY (INT)					
Categories: CH – Cheating, PL – Plagiarism, L – Lying					
Consult AI Procedure					
Lying – Omitting information, trying to deceive, or not telling the truth to an adult or peer.	1	2			
Cheating – Using, submitting, obtaining or attempting to obtain data, questions, or answers by means other than those authorized by the teacher .	1	2			
Plagiarism – Submitting work of others or documents with false signatures.	1	2	3		

INAPPROPRIATE OBJECT/COMBUSTIBLE ITEM (IO)					
INSTRUCTION: Contact Safety and Security to Use this Code					
The physical presence of an item is inappropriate for the school setting including matches, lighters, chemicals or other devices used to ignite or start fires. Inappropriate items do not have to be combustible (e.g., toy guns, small knives with blades < 4 inches, shell casings, MACE, pepper spray, stink bombs, smoke bombs or items used inappropriately like rocks).		2	3		

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INSUBORDINATION (IS)					
Categories: DF – Defiance, TR – Trespassing, UN – Uncooperative/Non-compliant					
Not cooperating with school rules or instructions of school staff or volunteers.	1	2			
Failure to disperse from a fight or disruption when directed by adults.		2	3		
Trespassing		2			
Circumventing school safety protocols, including opening secured exterior doors to permit access to another person.		2	3		

LEAVING WITHOUT PERMISSION (LWP)					
Categories: C – Classroom, B – Building, SG – School Grounds, FC – Failure to check in/out					
Leaving class/group without permission.	1	2			
Leaving class/group without permission for longer than 20 minutes AND refusal to comply with administrative directive.		2	3		
Leaving the school building without permission.		2	3	4	
Leaving the school property without permission.			3	4	5

MISSED CONSEQUENCES (MCS)					
Missing school assigned consequences.	1	2			

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NON-CPS RELATED (NCR)					
INSTRUCTION: Contact CPS Director of Student Services and/or Safety and Security to determine appropriateness of using this code					
Used to document needed information but not reported to the state. Occurred offsite/non-CPS event. School consequences can be appropriate for non-CPS related issues that include: 1st degree murder, 2nd degree murder, class A kidnapping, 1st degree assault, 1st degree rape, statutory rape, 1st degree sodomy, statutory sodomy, 1st degree robbery, deliver of a controlled substance, 1st degree arson or arrest on a weapons violation.					5

OTHER (OTH)					
Not represented by any other school codes.	1	2			

PROPERTY DAMAGE/VANDALISM (PD)					
Damage or attempt to cause damage to property (including technology) belonging to the school, staff, or students.	1	2	3	4	
Felony property damage, as defined by law. Must consult with police or CPS Safety and Security.				4	5

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PHYSICAL CONTACT (PHY)					
Categories: A – Aggression, H – Horseplay					
Pushing/shoving/hitting but may be lacking intent to harm or cause injury. Actions, repetitive in nature, may be considered a different category. (Horseplay).	1	2			
Hitting, slapping, pushing, tripping, shoving, kicking, spitting or any other inappropriate physical act of aggression that does not involve bullying or harassment and does not rise to the level of a fight or physical attack. (Aggression)			3		

SEXUAL ACTIVITY/MISCONDUCT/HARASSMENT (SM)					
INSTRUCTION: Use this code if police or CPS Safety and Security are involved. See Board Policy AC and ACA for exact definitions.					
Verbal, written, symbolic language, exposure (sexual in nature), or physical contact that is unwanted sexual in nature. e.g., pinching, grabbing of breasts, buttocks, private areas, etc.		2	3	4	5
Possession of sexual images or recordings on school property or at school sponsored events.			3	4	5
Distribution of sexual images or recordings on school property or at school sponsored events.				4	5
Sexual acts on campus			3	4	5

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THREAT/VERBAL CONFRONTATION (T)					
Categories: TH – Threat, VC – Verbal Confrontation					
INSTRUCTION: A threat assessment will be conducted to determine validity and severity of a threat – Transient or Substantive.					
Verbal, written and non-verbal threats toward another person where there is no reasonable apprehension of bodily harm.	1	2			
Transient threats, as determined by threat assessment, of violence to individual or small groups through electronic, verbal, written, or social media.	1	2	3		
Verbal confrontations with other students or adults that may or may not include the use of profanity without the use of threats but cause a disruption of the learning environment .		2	3		
Volatile Acts – Disorderly violent, or threatening conduct of a serious nature that significantly disrupts school, a school-sponsored activity, or a school-supervised activity held off school premises. Substantive threats as determined by threat assessment. Consult with police or CPS Safety and Security.			3	4	5
Serious substantive threats, as determined by threat assessment, toward another person. Consult with police or CPS Safety and Security .			3	4	5
Serious substantive threats, as determined by threat assessment, using social media (including but not limited to Snapchat, Twitter, Facebook, etc.) toward another or to cause a disruption.			3	4	5

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TOBACCO/NICOTINE DELIVERY SYSTEMS (TB)					
Categories: DT – Distribution, PS – Possession, USE – Use					
See Board Policy AH					
Possession and/or use of any tobacco product or nicotine inhaler (i.e., electronic cigarette).		2	3		
Possession and/or use of a “vape” (non-nicotine) pen.		2	3		
Distribution of nicotine or non-nicotine paraphernalia.		2	3	4	

TARDY (TD)					
Late to class, up to 10 minutes from the start of class.	1	2			

THEFT (TH)					
Taking something, attempting to take something, or possession of something that is not yours.	1	2	3		
Felony stealing, as defined by law. Must consult with police or CPS Safety and Security .				4	5

Inappropriate and Disruptive Behaviors and Response Levels

If a behavior is in two or more Response Levels, the lowest Response Level should be used for the first occurrence during the current school year, except for Response Levels 1 and 2

RESPONSE LEVEL 1	RESPONSE LEVEL 2	RESPONSE LEVEL 3	RESPONSE LEVEL 4	RESPONSE LEVEL 5
Classroom Intervention w/or w/out Discipline	Support Staff Intervention w/or w/out Administrative Discipline - Up to 1 day of In-School-Suspension	Intensive Intervention & Administrative Discipline - Days of ISS &/or up to 3 days OSS (May use combination of in and out of school not to exceed 3 days)	Intensive Strategies, Intervention & Administrative Discipline - 4 to 5 days of Out-of-School Suspension	Intensive Intervention w/ Possible Long-Term Removal f/m School & Re-Engagement Strategies - Mandatory Out-of-School Suspension and Possible Recommendation for Expulsion

TRUANCY (TR)					
Categories: MC – Missed Class					
Any unauthorized absence from school for any student regardless of age, including any portion of the day over 10 minutes, is considered truancy. Although truancy usually refers to an absence of which parents are unaware, certain absences of which the parent is aware will be treated in the manner of truancies	1	2	3		

WEAPONS (W)					
Required Sub Code: W – Weapons; Weapon Codes: H – Handgun, SK – Knife <2.5, K – Knife >2.5, O – Other, F – Other Firearm, R – Rifle					
INSTRUCTION: Contact Safety and Security to Use this Code					
Possession of any weapon as defined in CPS Board Policy.					5
Use of any weapon as defined in CPS Board Policy.					5
Sale, solicitation, and/or distribution of any weapon as defined in CPS Board Policy.					5

Inappropriate and Disruptive Behaviors and Response Levels

If a behavior is in two or more Response Levels, the lowest Response Level should be used for the first occurrence during the current school year, except for Response Levels 1 and 2

RESPONSE LEVEL 1	RESPONSE LEVEL 2	RESPONSE LEVEL 3	RESPONSE LEVEL 4	RESPONSE LEVEL 5
Classroom Intervention w/or w/out Discipline	Support Staff Intervention w/or w/out Administrative Discipline - Up to 1 day of In-School-Suspension	Intensive Intervention & Administrative Discipline - Days of ISS &/or up to 3 days OSS (May use combination of in and out of school not to exceed 3 days)	Intensive Strategies, Intervention & Administrative Discipline - 4 to 5 days of Out-of-School Suspension	Intensive Intervention w/ Possible Long-Term Removal f/m School & Re-Engagement Strategies - Mandatory Out-of-School Suspension and Possible Recommendation for Expulsion