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	Intensive Intervention & Administrative Discipline - Partial to 3 days of ISS and/or up to 3 days of OSS (ISS may use combination of in and OSS, 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					
Possession or distribution of any beverage containing alcohol or being under the influence of any alcoholic beverage.			3	4	5

ABUSIVE/INAPPROPRIATE LANGUAGE/PROFANITY (AL)					
Categories: IL – Inappropriate Language, PF – Profanity, PFA – Profanity towards an adult, PFP – Profanity towards a person					
Abusive/inappropriate language, cursing, or making obscene gestures	1	2	3		
Abusive/inappropriate language, verbal, written, and non-verbal threats or profanity towards another person where there is no reasonable fear of physical injury or property damage.	1	2	3		

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	

Inappropriate and Disruptive Behaviors and Response Levels

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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

AUTOMOBILE/VEHICLE MISUSE (AV)					
Unregistered parking	1	2	3		
Failure to move vehicle at the request of school officials		2			
Failure to follow the directions given by school officials		2	3	4	
Uncourteous or unsafe driving on or around district property		2	3	4	
Failure to follow established rules for parking or driving on the district property		2	3	4	

Inappropriate and Disruptive Behaviors and Response Levels

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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 validity and severity of a threat.					
Tampering with emergency equipment	1	2	3		
Setting off false alarms		2	3	4	
Making false reports		2	3		
Communicating a school or large group threat or false report (verbally or through social media) for the purpose of frightening or disturbing people, a disruption to the educational environment or causing the evacuation or closure of district property			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

RESPONSE LEVEL 1	RESPONSE LEVEL 2	RESPONSE LEVEL 3	RESPONSE LEVEL 4	RESPONSE LEVEL 5
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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 .					
Intentional intimidation, unwanted aggressive behavior, or harassment that is repetitive or substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property, or substantially interfere with the educational performance, opportunities or benefits of any student, causes a substantial disruption the orderly operation of the school.		2	3	4	5
Cyberbullying: Form of bullying via text message, message, phone, computer, social media or other application, including sound or image.			3	4	5

Inappropriate and Disruptive Behaviors and Response Levels

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CELL PHONE/PERSONAL COMMUNICATION DEVICE MISUSE (CPDTM)					
Categories: PD – Personal Device, IC – Accessing inappropriate content,					
INSTRUCTION: See also CPS Board Policies EHB, EHB-R1, EHB-R2, EHBA, and KKB.					
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 Response Levels: 1, 2, and 3					
Warning – teacher. If student refuses or second offense occurs.	1				
Cell phone taken for one day, phone locked up, office referral.		2			
Cell phone turned in at office from start to finish of the day.		2			
Cell phone turned in at office from start to finish of the day.			3		

Inappropriate and Disruptive Behaviors and Response Levels

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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.					
Use of school owned technology, or personal device without permission	1	2			
Misuse of school owned technology or personal device (inappropriate content, etc.)	1	2	3		
Misuse of school owned technology or personal device including hacking or disabling systems or filters		2	3	4	
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, then - Cell phone taken for one day, phone locked up, office referral. If student refuses or second offense occurs, then - Cell phone taken, phone locked up, guardian pick up – referral. If student refuses or second offense occurs, then - Cell phone turned in at office at beginning of day and then locked up all day.	1	2	3		

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.					
Possession				4	5
Use of or under the influence of drugs				4	5
Distribution				4	5

DISRUPTIVE BEHAVIOR (DB)					
Violation of district dress code policy as designated in school rules and handbooks. Dress that significantly disrupts the educational environment will be prohibited.			3	4	

Inappropriate and Disruptive Behaviors and Response Levels

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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			

EXPOSURE (EX)					
Urinating in public, grades K-5	1	2	3		
Physically displaying one's private parts, grades K-2	1	2	3		
Physically displaying one's private parts, grades 3-5		2	3	4	
Removing or adjusting, or attempting to remove or adjust, the clothing of another person (including, for example, pulling down another student's pants) in a manner that causes, or was an attempt to cause, the exposure of the other person's undergarments and/or body. grades K-2	1	2	3		
Removing or adjusting, or attempting to remove or adjust, the clothing of another person (including, for example, pulling down another student's pants) in a manner that causes, or was an attempt to cause, the exposure of the other person's undergarments and/or body. grades 3-5		2	3	4	

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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FIGHTING (FG)					
A combination of verbal aggression and physical contact between two or more students. For example, one student is verbally aggressive, and the other student hits the first student as a result.		2	3	4	5
Physical contact between two or more students (hitting, punching, hitting with an object, kicking, hair pulling, scratching, spitting, etc.) that is harmful, injurious, or a disruption to the learning environment.			3	4	5

GAMBLING (GM)					
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	3		

Inappropriate and Disruptive Behaviors and Response Levels

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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. Intimidation is intentional behavior that would cause a person of ordinary sensibilities to fear injury or harm. It is not necessary to prove that the behavior was so violent as to cause said fear or that the victim was actually frightened.			3	4	5

Inappropriate and Disruptive Behaviors and Response Levels

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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

Inappropriate and Disruptive Behaviors and Response Levels

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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					
Inappropriate/combustible item not meant to cause fear or injury to others (lighters, matches, shell casings, toy weapons, etc.)	1	2			
Inappropriate/combustible item meant to cause fear or injury to others (lighters, matches, shell casings, toy weapons, chemicals, etc.)			3	4	5

Inappropriate and Disruptive Behaviors and Response Levels

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INSUBORDINATION (IS)					
Categories: DF – Defiance, TR – Trespassing, UN – Uncooperative/Non-compliant					
Uncooperative or non-compliant with school rules or instruction of school staff or volunteers. (Acts of defiance/non-compliance that do not include profanity directed towards a person.)	1	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)					
Property damage where the total value of the property affected is no more than $20	1	2	3	4	
Property damage where the total value of the property affected is more than $20, including damage to cell phones and other devices, or there is injury, or significant risk of injury to self or others.			3	4	

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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 by one student directed at another student that does not involve bullying or harassment and does not rise to the level of a fight or physical attack. (Aggression)			3		

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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.					
Touching another student's bottom, breasts, or private areas. grades Pre-K-3	1	2	3		
Touching another student's bottom, breasts, or private areas. grades 4-5			3	4	5
Engaging in consensual sexual activity-Participation in consensual sexual conduct. grades Pre-K-3		2	3		
Engaging in consensual sexual activity-Participation in consensual sexual conduct. grades 3-5			3	4	5
Engaging in non-consensual sexual contact and/or sexual conduct with another student. grades Pre-K-3			3	4	
Engaging in non-consensual sexual contact and/or sexual conduct with another student. grades 4-5				4	5

Inappropriate and Disruptive Behaviors and Response Levels

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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. Threats that are determined to be transient	1	2			
Threats of violence to individual or small groups through electronic, verbal, written, or social media that are determined to be transient.	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	1	2	3		
Volatile Acts – Disorderly violent, or threatening conduct of a serious nature that causes a significant disruption to school, a school-sponsored activity, or a school-supervised activity held off school premises. Consult with police or CPS Safety and Security			3	4	
Serious threats toward another person that are determined to be substantive. Consult with police or CPS Safety and Security			3	4	
Serious threats using social media (including but not limited to Snapchat, Twitter, Facebook, etc.) toward another that are determined to be substantive.			3	4	

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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	Intensive Intervention & Administrative Discipline - Partial to 3 days of ISS and/or up to 3 days of OSS (ISS may use combination of in and OSS, 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

TOBACCO/NICOTINE DELIVERY SYSTEMS (TB)					
Categories: DT – Distribution, PS – Possession, USE – Use					
See Board Policy AH					
Possession and/or use of any tobacco products or nicotine inhaler (i.e., electronic cigarette)		2	3		

TARDY (TD)					
Repeatedly late to class or late to school ranging from 1-15 minutes from the start of school or class.	1	2			

THEFT (TH)					
Taking something, attempting to take something, or possession of something that is not yours.	1	2	3		

TRUANCY (TR)					
Categories: MC – Missed Class					
Any unauthorized absence from school for any student regardless of age, including any portion of the day, 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.		2	3		

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	Intensive Intervention & Administrative Discipline - Partial to 3 days of ISS and/or up to 3 days of OSS (ISS may use combination of in and OSS, 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

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 a toy weapon or other object (scissors, shoes, pencils, etc.) where the object is intended to threaten or intimidate another person or to cause a disruption.	1	2	3		
Actual harm or attempt to harm with a toy weapon or other object (scissors, shoes, pencils, etc.)			3	4	5
Possession of a weapon, other than a firearm. Examples include, but are not limited to, BB Guns, pellet guns, flare guns, air rifles, pepper spray and knives.			3	4	5
Possession of a firearm, as defined by 18 USC 921 of the federal code (e.g., handgun, rifle, shotgun, starter pistol, etc.) See also, possession of a bomb or other explosive device.					5