

The purpose of this table is to provide guidance to administrators and *should not restrict* their use of discretion to account for unique circumstances or special needs students when handling misconduct issues.

****Administrative Action** may include, but is not limited to the following: *Warning, Counseling session, Teacher-assigned detention, Lunch time detention, Lunch time work detail, After-school detention, After school work detail, Saturday school, Shadowing (a parent/guardian is required to accompany his/her child to all classes throughout the day, including lunch), and Out-of-school suspension.*

Category	Examples of Infractions	First Referral	Second Referral	Third Referral	Additional Referrals
1	<ul style="list-style-type: none"> ➤ Action leading to accident ➤ Attendance violation ➤ Dress code violation ➤ Prohibited item (gum, etc.) ➤ PDA ➤ Throwing/shooting objects (paper) ➤ Other 	Lunch Action **	After-School Action **	Saturday Action **	SUSPENSION 1 Day
2	<ul style="list-style-type: none"> ➤ Abusive behavior to peers ➤ Detention violation (no show) ➤ Did not obey instructions ➤ Disrespect to student ➤ Disruptive behavior ➤ Engaged in horseplay ➤ Pushing/Shoving ➤ Forgery ➤ Harassing students ➤ Internet agreement violation ➤ Left class w/out permission ➤ Lying ➤ Prohibited item (electronics, etc.) ➤ Safety rule violation ➤ Scuffling ➤ Tampering with equipment ➤ Tardies ➤ Other 	After-School Action **	Saturday Action **	SUSPENSION 1 Day	SUSPENSION 2 Days
3	<ul style="list-style-type: none"> ➤ Aggressive behaviors ➤ Bullying ➤ Cheating ➤ Damage to property ➤ Disrespect to adult ➤ Fighting ➤ Insubordination ➤ Internet agreement violation (profane) ➤ Left campus w/out permission ➤ Offensive behaviors ➤ Prohibited items (profane, etc.) ➤ Sexually offensive behavior ➤ Stealing ➤ Threatening behavior ➤ Throwing/shooting items (other than paper) ➤ Vandalism ➤ Verbal abuse/gesturing ➤ Other 	Saturday Action	SUSPENSION 1-3 Days	SUSPENSION 4-6 Days	SUSPENSION 7-10 Days
4	<ul style="list-style-type: none"> ➤ Damage to property ➤ Illegal Substance ➤ Prohibited items (weapons) ➤ Vandalism (over \$200) ➤ Other 	<u>SUSPENSION/EXPULSION PROCEEDINGS INITIATED</u>			