

# School Progressive Discipline Plan 2008-2009

Due: October 1<sup>st</sup>

School: Mark Twain Elementary

Principal: Laura Austin

All individuals responsible for developing the site Progressive Discipline Plan.

Per NRS 392.4644: plans are to be developed with input/participation from teachers & parents of enrolled pupils

Name:

Title:

Ruthlee Caloiaro

Assistant Principal

Safety/Discipline Committee Members

Jerry Apolito

School Psychologist

Bridget Brush

Teacher

Dot Doyle

Teacher

Lisa Hagen

Teacher

Todd Burchiel

Teacher

Shirley Oxoby

Counselor

## Prevention:

How does the school use prevention to deter inappropriate behavior.

Positive rewards for appropriate behavior and appropriate choices. Including but not limited to: Super Hawk points, class and individual recognition, assembly, education of appropriate behavior and prevention. Bullying curriculum and "Getting Along" Curriculum.

## Behavior Management:

How is the behavior plan distributed to pupils and their families? Where is it available at the site?

The behavior plan is distributed to pupils and families via student handbook and is available on the school's web page. Documentation is available in the front office at the request of any individual.

### **Staff training as it refers to the Progressive Discipline Plan:**

Teacher implementation of "Getting Along" Curriculum with training provided by SFA facilitator and Vice Principal. Additional training and update of plans provided during STPT and staff meetings for all staff members

### **Show evidence the site's Progressive Discipline Plan is consistent with written rules of behavior prescribed in accordance with NRS 392.463:**

**Ex: list rules, progressive discipline steps, and consequences, etc**

Each student and family is provided a list of Mark Twain Elementary Rules 2008-2009 at the beginning of the school year. Additional reminders are provided via the school newsletter.

1. No toys or Electronic Devices (including but not limited to: Game Boys, handheld games, cell phones are allowed by must be turned off during the school day. If found using – they may be confiscated)
2. At the bell, walk to line.
3. No suckers or gum (food is not allowed in the hallways or playground. Classroom are suggested to limited for special occasions.)
4. Water only drink in classroom (no sticky all others limited to special occasions)
5. All classrooms include a bathroom sign-out sheet
6. No running in the halls (please walk towards the right side of hall to ease traffic)
7. No spaghetti straps or open midriff/no heels.
8. Walk bikes, scooters and skateboards on campus (scooters and skateboards are stored in classrooms with teacher's permission – bike and scooters must be locked in bike rack location)
9. No hats in the building
10. Cross in the designated crosswalks only
11. No one in halls without a pass
12. No balls/play equipment from home
13. No nonpermanent hair colors
14. No flip-flops
15. No pajama bottom or baggy attire
16. PE department to teach playground rules.

Assembly Bill 521 and Assembly Bill 218 require the principal of each public school to establish a progressive discipline plan to address the temporary removal of a pupil from a classroom if the student's behavior severely and consistently interferes with teaching and learning. The progressive discipline steps must be implemented prior to the removal of the student under AB 521/AB 218.

Teachers will establish classroom rules and consequences for their students. The rules and consequences will be posted in the classroom. A copy of the rules will be sent home to parents. New students will have rules explained and a copy of the rules will go home with the new student. Teachers will communicate with parents regarding their child's academic and social progress in school.

The following is a list of general steps that should be taken prior to the removal of a child who severely and consistently interferes with teaching and learning. The teacher will document the completion of each step. The order and frequency will be determined by the severity of the behavior, as well as the teacher's discretion.

1. Verbal prompt
2. Warning
3. One-on-one conference outlining consequences
4. Loss of recess
5. Citation
6. Phone call home
7. Consult with counselor
8. Administration referral – Administration will make a parent call
9. Parent conference with or without administration
10. (RTI) Intervention Assistance Team to develop behavioral plan. This step must occur prior to the implementation of AB521/AB218

If a student's behavior severely and consistently interferes with teaching and learning, he/she may be removed from class temporarily in accordance with AB 521/AB 218.

**Implementation of AB 521/AB 218:**

- ☐ The student who interferes with teacher teaching or student learning may be removed from class temporarily. While out of class, the student must be supervised and working on schoolwork (in another classroom or in the office).
- ☐ The principal (or designee) will meet with the student and notify parents within 24 hours of the student's removal from class.
- ☐ Within three days, there will be a conference including the administrator, student, parents, teacher, counselor and Case Manager (if applicable).
- ☐ After the conference, administration will decide whether or not the student should return to class.
- ☐ If the recommendation is that the student returns to class, and the referring teacher disagrees with that decision, administration will call an Intervention Assistance Team meeting (consisting of 2 teachers, the counselor and an alternate, selected by vote of the staff) and inform the parents the committee will be meeting to discuss the pupil's placement. The Intervention Assistance Team will review the circumstances for the pupil's removal and assess the best placement. **The committee shall direct that the pupil be: (1) returned to the classroom from which he was removed; (2) assigned to another classroom; (3) assigned to an alternative educational program; or (4) suspended or expelled. The committee may take other appropriate disciplinary action against the student it deems necessary.**
- ☐ Intervention Assistance Team Implemented again after step 10 above
- ☐ \_\_\_\_\_ Yes \_\_\_\_\_ No
- ☐ Administrative Decision:

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**Plan for temporary removal of a pupil from the classroom in accordance with NRS 392.4645:**

Mark Twain Elementary has in place, a Progressive Discipline Plan that is compliant with NRS 392. 4645

Section 1: The principal or designee is the person who will put the steps of the plan into action

Section 2: A committee has been established to review MT's Progressive Discipline Plan. The committee is composed of three MT teachers, a MT specialist teacher, an MT Special Services staff member, the counselor, a parent and the Vice Principal. The ex-officio member is the MT principal.

Section 3: the MT Plan will take into account all federal policies regarding the temporary placement of students including and not limited to IDEA, Americans with Disabilities and Title V.

Section 4: The plan provides for the temporary removal of a pupil from a classroom if, in the judgment of the teacher, the pupil has engaged in behavior that seriously interferes with the ability of the teacher to teach the other pupils in the classroom and the ability of the other pupils to learn.

- a. Administration will provide the student with an explanation of the reason for removal and give the student an opportunity to respond.
- b. Administration will notify the student's parents within 24 hours. However, every attempt will be made to contact the parents as quickly as possible.
- c. The parent's immediate presence at school will be requested.
- d. The student will be removed from the classroom immediately.
- e. The student will be placed in an alternate location.
- f. The student will receive his/her assignments.
- g. The student will study under the supervision of the appropriate school personnel.
- h. During this time, the student will not be allowed to engage in any extra-curricular activities.
- i. Administration shall not assign a pupil to a temporary alternative placement if suspension or expulsion is required by law.

Section 5: A conference will be held as soon as possible, but not later than three days after the student has been removed.

- a. The pupil, a parent or legal guardian of the pupil, the vice principal, the teacher and the principal shall be present.
- b. Administration shall give an oral or a written notice of the conference and who must attend.
- c. If the parent refuses to attend, Administration will send a waiver of rights notice to the parents.
- d. During the conference the parents and the students will be provided by either the teacher, vice principal or the principal the reasons for the student's removal from class.
- e. The pupil or his parents or legal guardian will be granted the opportunity to respond.
- f. At the conclusion of the conference, Administration shall recommend whether to return the pupil to the classroom or continue the temporary alternative placement.

Section 6: If Administration recommends that the student be returned to the classroom and the teacher does not agree, Administration shall continue the temporary alternative placement and immediately convene a meeting of the committee.

- a. The parents or guardians will be notified that the committee is convening.
- b. The committee shall review the circumstances of the pupil's removal and the pupil's behaviors.
- c. Based upon its review, the committee shall assess the best placement available for the pupil and shall without limitation;
  - 1. Direct the pupil be returned to the classroom;
  - 2. Assign the pupil to another appropriate classroom;
  - 3. Assign the pupil to an alternative program of education if available.
  - 4. Recommend suspension or expulsion of the pupil; or take any other appropriate disciplinary action against the pupil that the committee deems necessary.

#### **NRS 392.4644**

**On or before November 1<sup>st</sup> – Associate Superintendent submits a compilation of the site plans to the Board of Trustees**

**On or before November 30<sup>th</sup> –Associate Superintendent submits and sends a written report to the Superintendent of Public Instruction on behalf of the Board of Trustees.**