

LOIS CRAIG ELEMENTARY SCHOOL
AB521 PROGRESSIVE SCHOOLWIDE DISCIPLINE AND
IMPLEMENTATION PLAN 2016-2017

GENERAL BEHAVIOR PROCEDURES

Lois Craig Elementary School has established the following discipline plan for the progressive discipline of pupils and on-site review of disciplinary decisions. The plan was developed with the input and participation of teachers, other educational personnel (counselors, strategists and specialists), support personnel, and the parents and guardians of pupils who are enrolled in the school. The plan has been developed in accordance with the written rules of behavior prescribed in NRS 392.463 and NRS 392.4644.

It includes, without limitation, provisions designed to address the specific disciplinary needs and concerns of the school. The plan provides for the temporary removal of a pupil from a classroom in accordance with NRS 392.4645. The plan was reviewed and developed by the Discipline Committee. The plan was reviewed and revised by administration, teachers, other educational personnel, support staff personnel, and parents. The review and revisions were made continually and collaboratively as requested following monthly discipline committee meetings, weekly administrative meetings, and monthly Parent Meetings. A copy of this plan is located in the main office lobby and posted electronically on the school website for public inspection.

Schoolwide Expectations

- Be Kind
- Be Achieving
- Be Safe
- Be Responsible

Schoolwide Incentives

- Pride Tickets: Students earn tickets by going beyond typical behavior expectations. Tickets can then be redeemed at the citizenship store.
- Attendance: Perfect attendance awards will be given throughout the year
- A Honor Roll Awards Reception
- Recognition Certificates

Schoolwide Consequences

The following consequences are to be administered in a progressive manner except for chronic or severe misbehavior:

- Informal talk
- Time out within the classroom
- Teacher-student conference
- Parent contact (phone or note home)
- Time out in different classroom
- Requested Parent Conference
- Behavior Plan or Contract
- Office referral

Classroom Discipline Plan

Each Classroom establishes a discipline plan aligned to the school's vision at the beginning of each school year. Each teacher may develop his/her own list of classroom incentives.

Sources for Consultation

- Counselor
- Administrator
- Response to Instruction Team

SEVERE BEHAVIOR PROCEDURES

Severe Behavior or Chronic Misbehavior

- Physical aggression
- Bullying
- Threatening bodily harm
- Theft
- Vandalism
- Extortion
- Sexual harassment
- Insubordination
- Repeatedly violates rules
- Verbal abuse
- Destruction of Property
- Physical assault
- Weapons

Disciplinary Action

- Office Referral
- Required Parent Conference
- Suspension
- Implementation of procedures for Classroom Teacher Student Removal AB521 (see attached), including involvement of School Committee of two teachers and principal, if needed.

Supportive Response

- Develop behavior plan
- Consult with school counselor
- Consult with Behavior Mentor

CONSULT WITH PERFORMANCE ZONE ADMINISTRATION

The principal will consult with Performance Zone 5 administration prior to implementing the Habitual Disciplinary Problem Procedures.

HABITUAL DISCIPLINARY PROBLEM PROCEDURES AB14

A student is considered a habitual disciplinary problem when, within one school year, the student:

- Threatened or extorted, or attempted to threaten or extort, another person at school.
- Has been suspended for initiating 2 fights at school, on the bus, at the bus stop, or while walking to or from school.
- Has a record of 5 suspensions of 3 or more days duration from school for any reason.

One teacher may request that the principal deem a student as a habitual disciplinary problem. If this occurs, the principal must:

- Review the student's discipline record with the teacher.
- Determine based upon the specified definition whether the student is a habitual disciplinary problem. If the principal determines that the student is not a habitual disciplinary problem, the teacher may appeal the decision to the Board of Trustees.

When a student is suspended for initiating a fight, or receives 1 suspension, the administrator must give the parent written notice containing the following information:

- Description and dates of the acts committed
- Explanation that if the student is suspended for initiating 1 additional fight or if the student receives 5 suspensions during the current school year, the student will be deemed a habitual disciplinary problem.
- Explanation that pursuant to subsection 3 of NRS 392.466, a student who is deemed a habitual disciplinary problem must be suspended or expelled from school for a period equal to at least one school semester.
- If the student has a disability and the behavior is not a manifestation of the student's disability, the student may be suspended or expelled from school in the same manner as a student without a disability.

Before a school deems a student a habitual disciplinary problem, if a student is suspended for initiating a fight or if the student has been suspended 4 times within 1 school year, a plan of behavior may be developed with the parent and student. A student may enter into 1 behavior plan per school year. The plan may include a voluntary agreement for:

- The parent to attend school with the student.
- The student and parent to attend counseling.

The parent may appeal to the Board of Trustees the contents of the behavior plan or action taken pursuant to the behavior plan. If the student enters into a behavior plan and commits the same act, the student shall be declared a habitual discipline problem.

If a student is deemed a habitual disciplinary problem pursuant to NRS 392.4655, the student must be suspended or expelled from the school for a period equal to at least one semester.

Classroom Teacher Removal of Student Procedures AB521

Removal Criteria:

- ❖ If in the judgment of the teacher, a student has engaged in behavior that seriously interferes with the ability of the teacher to teach and the ability of other students to learn, provision must be made for temporary removal of a student from the classroom.
- ❖ Action must not be taken pursuant to the provisions of this act against a student with a disability who is participating in a program of special education unless the action complies with:
 - a. The Individuals with Disabilities Education Act;
 - b. The Americans with Disabilities Act of 1990;
 - c. Title V of the Rehabilitation Act of 1973;
 - d. Any other federal law applicable to children with disabilities and;
 - e. The procedural policy adopted by the Board of Trustees.

Required Administrative Action Following Removal of Student:

- ❖ Upon removal, the principal must meet with the student to:
 - a. Explain the reason for the removal.
 - b. Give the student an opportunity to respond.
- ❖ If the actions of the student are in accordance with NRS 392.466 or 392.467, the principal may suspend or recommend expulsion of the student.
- ❖ The student is immediately assigned to a temporary alternative placement, if the student is not removed in accordance with NRS 392.466 or 392.467 (suspension or expulsion). The temporary alternative placement must be such that:
 - a. The student is separated, to extent practicable, from students who are not assigned to a temporary alternative placement.
 - b. The student studies under the supervision of appropriate personnel.
 - c. The student is prohibited from engaging in any extracurricular activity.
- ❖ The student must remain in the temporary alternative placement until a conference is held with parent/guardian.
- ❖ Within 24 hours, the parent/guardian of the student must be notified of the student's removal.

Facilitation of Conference/If the Conference is Not Held:

- ❖ Within 3 days, a conference must be held with the student, parent/guardian, principal, and teacher who removed the student. Oral or written notice of the conference must be given.
 - a. If parent/guardian requests a postponement, the principal must send written notice that the conference has been postponed at request of parent/guardian.
 - b. If parent/guardian refuses to attend, the principal must send a written notice confirming that the parent/guardian has waived the right to a conference and authorized the principal to recommend placement of the student.
- ❖ If the conference is not held within 3 school days, the student must be allowed to return to the classroom unless:
 - a. The parent/guardian refuses to attend.
 - b. The failure to hold the conference is due to the inaction of the student or the parent/guardian.
 - c. The parent/guardian requested the date of the conference be postponed.

- ❖ During the conference, the teacher provides the student and parent/guardian with an explanation of the reason for the removal of the student. The student and the parent/guardian must be granted an opportunity to respond.
- ❖ Upon conclusion of the conference or, if the conference is not held the principal recommends whether to return the student to the classroom or continue temporary alternative placement.
 - a. If principal recommends and teacher does not agree with the return of the student to the classroom, the principal must continue the temporary placement of the student and must immediately convene a meeting of a committee.
 - b. The parent/guardian is informed of the committee meeting.
- ❖ The school committee must meet to:
 - a. Review the circumstances of the student's removal.
 - b. Assess the best placement for the student.
 - c. Determine, without limitation, whether the student is:
 - 1. Returned to the classroom;
 - 2. Assigned to another appropriate classroom;
 - 3. Assigned to an alternative program of education, if available;
 - 4. Recommended for suspension or expulsion in accordance with NRS 392.467; or
 - 5. Engaged in other appropriate disciplinary action.
- ❖ If a student is removed from the classroom by a teacher who is a member of the committee, the teacher does not participate in the committee review. The alternate member is called upon.
- ❖ The committee will consist of members of the school's leadership team.
 - a. Current Committee Members include:
 - 1. Cynthia Blank
 - 2. Pierre Shelton
 - 3. Aaron Straub
 - 4. Frances Lucero
 - 5. Debbie Jackson
 - 6. Michelle Basolo
 - 7. Susan Barbosa
 - 8. Diana Fuller
 - 9. Kim Verheyen
 - 10. Robert Pratus
 - 11. Tisha Jones
 - 12. Shameeka Paige
 - 13. Shiobban Henderson
 - 14. Randy Cheung
 - 15. Tammy Martin