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| Staff-Managed Problem Behavior | **Violation** | **Definition** | **Examples** | **Non-Examples** |
| **Lying/Cheating:** | Lying – Making a statement to which one knows to be untrue.  Cheating – using dishonest methods to gain academic advantage. | Cheating on tests  Copying work (without teacher permission)  Lying to an adult | Teacher approved:  Cooperative Learning  Sharing  Projects |
| **Inappropriate Verbal Language or Nonverbal Language (Disrespectful):** | Student engages in low-intensity instance of inappropriate language toward other students Calling names  Use of inappropriate vocal tones | Stupid, ugly, shut-up, sucks, freakin’, etc.  Eye rolling, mumbling disrespectful statements under breath | Swearing or cursing toward any individual teacher or another adult, yelling at adult, flipping the middle finger |
| **Physical Contact:** | Student engages in non-serious, but inappropriate physical contact.  Inappropriate touching with the hands or feet which **did not display of perceived threat or result in injury.** | Pushing, shoving, horseplay, hugging, kissing | Punching, hitting, kicking |
| **Noncompliance:** | Student engages in brief or low-intensity failure to respond to adult requests.  Refusing to obey; challenging or resisting authority; engaging in power struggles | Talking back, not following teacher or staff directions, | Yelling at the teacher, leaving class without permission |
| **Disruption:** | Any disturbance or interference that takes away from the learning environment which does not cause physical harm or injury to one’s self or others. | Talking, tapping pencils, repeated noises, blurting out, out of seat, passing gas, burping | Yelling, turning over furniture |
| **Property Misuse:** | Use of Property in a way in which it was not designed, **does not cause physical harm or injury to one’s self or others.** | Kicking furniture, purposefully breaking classroom materials (e.g., pencils, crayons) | Breaking classroom items, throwing desks, chairs, computers |
| **Forgery/Theft:** | Forgery – Signing someone else’s name or taking credit for something which is not yours.  Theft – Taking someone else’s property without permission | Taking someone else’s pencil or other property valued of $5, turning in someone else’s work as your own, signing your parent’s name. | Stealing school or teacher’s property |
| **Teasing/ Taunting:** | Inappropriate comments and/or unwanted verbal, physical, or emotional advances. | Making faces, shooting a bird, calling other student’s names, using sexual, racial, or intellectual slurs, without the receiver feeling unsafe, intimidated or excluded. | Bullying, repeated verbal abuse, inappropriate touching, inappropriate gestures, pictures, or notes. |
| \*\* If a student has an IEP or FBA/BIP adhere to those plans first. | | | | |

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| Office-Managed Problem Behavior | **Violation** | **Definition** | **Examples** | **Non-Examples** |
| **Abusive Language:** | Swearing or curse words directed toward others in a demeaning or provoking manner, words used to hurt or demean | Calling others names, making racial or sexual slurs | Saying stupid, ugly, shut up, etc. to other students, profanity |
| **Defiance:** | Leaving classroom without permission, repeated verbal defiance over 5 minutes or direct refusal to obey (after two directives) | “I’m not going to!”  “You can’t make me”  Refusal to go to the office | Not completing work, talking back, not following directions, eye rolling, mumbling disrespectful statements under breath |
| **Disruption:** | Any disturbance or interference that takes away from the learning environment causing potential harm to one’s self or others | Prolonged yelling, turning over furniture, escalated confrontation between students, slamming books or knocking books to the floor in anger, acts of rage | Talking, tapping pencils, repeated noises, yelling for under a minute. |
| **Fighting/Physical Aggression:** | Physical contact with intent or outcome of causing injury or harm to others | Punching, hitting, kicking, spitting, causing physical harm to another | Pushing, shoving, horseplay that does not escalate |
| **Theft:** | Stealing school, student or teacher’s property over a value of $10 | Taking money, calculators, teachers’ editions or other books, taking valuable property that belongs to the school or another student, taking money | Turning in someone else’s work as your own, signing your parent’s names |
| **Harassment/Threats:** | Repeated verbal abuse, inappropriate touching, threats of physical harm, including threats of weapons | Repeated inappropriate comments or physical contact that makes the receiver fee unsafe, intimidated, or excluded. “You better watch yourself!” | Horseplay actions or comments that do not make the receiver feel threatened, unsafe, intimidated or excluded. |
| **Property Damage:** | Intentional destruction of property belonging to the school or the teacher, or students through misuse or aggressive behavior. | Breaking classroom materials, throwing desks, chairs, and computers. Destroyed textbooks, urination/defecation in inappropriate places, placement of bodily fluids on community property | Kicking furniture, breaking pencils, crayons, leaving caps off markers, etc. |
| **Weapons:** | Having possession of a weapon or weapon look alike capable of causing bodily harm | Knives or guns (real or look alike) or other objects readily capable of causing bodily harm found on the student or in lockers, backpacks, purses, etc. (including cigarette lighters) | Pencils, scissors, and toys when being used properly |
| **Drugs and Alcohol:** | Any possession of drugs and alcohol including cigarettes will be considered a major behavior and will be handled by the office. | Alcohol, cigarettes, or drugs found in a student’s locker, backpack, purse, jackets, etc. or found in the pockets or hands of the student. | Tylenol  Prescriptions with a note from home/doctor  Cough drops |
| \*\* If a student has an IEP or FBA/BIP adhere to those plans first. | | | | |

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| Elementary School – Behavioral Definitions – MINORS  Handled by staff | **Violation/ Definition** | **Examples** | **Non-Examples** |
| **Lying/Cheating:**  Lying – Making a statement to which one knows to be untrue.  Cheating – using dishonest methods to gain academic advantage. | Cheating on tests  Copying work (without teacher permission)  Lying to an adult | Teacher approved:  Cooperative Learning  Sharing  Projects |
| **Inappropriate Verbal Language or Nonverbal Language (Disrespectful):**  Student engages in low-intensity instance of inappropriate language toward other students Calling names  Use of inappropriate vocal tones | Stupid, ugly, shut-up, sucks, freakin’, etc.  Eye rolling, mumbling disrespectful statements under breath | Swearing or cursing toward any individual teacher or another adult, yelling at adult, flipping the middle finger |
| **Physical Contact:**  Student engages in non-serious, but inappropriate physical contact.  Inappropriate touching with the hands or feet which **did not display of perceived threat or result in injury.** | Pushing, shoving, horseplay, hugging, kissing | Punching, hitting, kicking |
| **Noncompliance:**  Student engages in brief or low-intensity failure to respond to adult requests.  Refusing to obey; challenging or resisting authority; engaging in power struggles | Talking back, not following teacher or staff directions, | Yelling at the teacher, leaving class without permission |
| **Disruption:**  Any disturbance or interference that takes away from the learning environment which does not cause physical harm or injury to one’s self or others. | Talking, tapping pencils, repeated noises, blurting out, out of seat, passing gas, burping | Yelling, turning over furniture |
| **Property Misuse:**  Use of Property in a way in which it was not designed, **does not cause physical harm or injury to one’s self or others.** | Kicking furniture, purposefully breaking classroom materials (e.g., pencils, crayons) | Breaking classroom items, throwing desks, chairs, computers |
| **Forgery/Theft:**  Forgery – Signing someone else’s name or taking credit for something which is not yours.  Theft – Taking someone else’s property without permission | Taking someone else’s pencil or other property valued of $5, turning in someone else’s work as your own, signing your parent’s name. | Stealing school or teacher’s property |
| **Teasing/ Taunting:**  Inappropriate comments and/or unwanted verbal, physical, or emotional advances. | Making faces, shooting a bird, calling other student’s names, using sexual, racial, or intellectual slurs, without the receiver feeling unsafe, intimidated or excluded. | Bullying, repeated verbal abuse, inappropriate touching, inappropriate gestures, pictures, or notes. |

\*\* If a student has an IEP or FBA/BIP adhere to those plans first.

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| Elementary School – Behavioral Definitions – MAJORS  Handled by office | **Violation** | **Examples** | **Non-Examples** |
| **Abusive Language:**  Swearing or curse words directed toward others in a demeaning or provoking manner, words used to hurt or demean | Calling others names, making racial or sexual slurs | Saying stupid, ugly, shut up, etc. to other students, profanity |
| **Defiance:**  Leaving classroom without permission, repeated verbal defiance over 5 minutes or direct refusal to obey (after two directives) | “I’m not going to!”  “You can’t make me”  Refusal to go to the office | Not completing work, talking back, not following directions, eye rolling, mumbling disrespectful statements under breath |
| **Disruption:**  Any disturbance or interference that takes away from the learning environment causing potential harm to one’s self or others | Prolonged yelling, turning over furniture, escalated confrontation between students, slamming books or knocking books to the floor in anger, acts of rage | Talking, tapping pencils, repeated noises, yelling for under a minute. |
| **Fighting/Physical Aggression:**  Physical contact with intent or outcome of causing injury or harm to others | Punching, hitting, kicking, spitting, causing physical harm to another | Pushing, shoving, horseplay that does not escalate |
| **Theft:**  Stealing school, student or teacher’s property over a value of $10 | Taking money, calculators, teachers’ editions or other books, taking valuable property that belongs to the school or another student, taking money | Turning in someone else’s work as your own, signing your parent’s names |
| **Harassment/Threats:** Repeated verbal abuse, inappropriate touching, threats of physical harm, including threats of weapons | Repeated inappropriate comments or physical contact that makes the receiver fee unsafe, intimidated, or excluded. “You better watch yourself!” | Horseplay actions or comments that do not make the receiver feel threatened, unsafe, intimidated or excluded. |
| **Property Damage:**  Intentional destruction of property belonging to the school or the teacher, or students through misuse or aggressive behavior. | Breaking classroom materials, throwing desks, chairs, and computers. Destroyed textbooks, urination/defecation in inappropriate places, placement of bodily fluids on community property | Kicking furniture, breaking pencils, crayons, leaving caps off markers, etc. |
| **Weapons:**  Having possession of a weapon or weapon look alike capable of causing bodily harm | Knives or guns (real or look alike) or other objects readily capable of causing bodily harm found on the student or in lockers, backpacks, purses, etc. (including cigarette lighters) | Pencils, scissors, and toys when being used properly |
| **Drugs and Alcohol:**  Any possession of drugs and alcohol including cigarettes will be considered a major behavior and will be handled by the office. | Alcohol, cigarettes, or drugs found in a student’s locker, backpack, purse, jackets, etc. or found in the pockets or hands of the student. | Tylenol  Prescriptions with a note from home/doctor  Cough drops |

\*\* If a student has an IEP or FBA/BIP adhere to those plans first.

**Minor Behaviors:**

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| **Violation:** | **Examples:** | **Non-Examples:** | **Definition:** |
| **Inappropriate Language**  **(Disrespectful)** | * Saying:   + Stupid, shut-up, sucks, freakin’ * Eye rolling * Mumbling disrespectful statements under breath | **NOT:**   * Cursing * Racial slurs toward anyone * Yelling at anyone * Flipping the bird | Student uses unsuitable words or body language toward anyone. |
| **Physical Contact** | * Pushing/shoving * Horseplay | **NOT:**   * Punching/hitting * Kicking * Intentional spitting | Student engages in non-serious, intentional contact with another student using the hands or feet that does not result in injury. |
| **Noncompliance** | * Talking back/arguing * Not following directions | **NOT:**   * Yelling at the teacher * Leaving class without permission | Student refuses to obey an adult, challenges or resists authority, or engages in a power struggle with an authority figure. |
| **Interruption** | * Repeated noises * Blurting/calling out * Out of seat * Intentional body noises | **NOT:**   * Yelling * Turning over furniture | Student engages in a disturbance that takes away from the learning environment which does not cause physical harm or injury to one’s self or others. |

**Minor Behaviors:**

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| **Property Misuse** | * Kicking furniture * Breaking utensils | **NOT:**   * Breaking and/or destroying classroom items * Throwing desks, chairs, or computers | Student uses school property in ways other than directed by an adult, not resulting in major damage, destruction or injury. |
| **Lying/Cheating** | * Cheating on tests * Copying work * Lying to an adult | **NOT**:   * Cooperative Learning | **Lying:** Student makes a statement which one knows to be untrue.  **Cheating:** Student uses dishonest methods to gain academic advantage. |
| **Forgery/Theft** | * Taking someone else’s things * Turning in someone else’s work as your own * Signing a parent/ guardian’s name | **NOT:**   * Stealing school or other’s property | **Forgery:** Student signs someone else’s name or takes credit for something that is not theirs.  **Theft:** Student takes someone else’s property without their permission. |
| **Teasing/Taunting** | * Making faces * Name calling | **NOT:**   * Bullying * Inappropriate touching or gestures * Calling someone names based on race, religion, or ethnicity | Student makes inappropriate comments and/or unwanted verbal, physical, or emotional advances. |
| **Invasion of Personal Space** | * Touching and/or removing other’s attire (burka, scarf, earrings, etc.) | **NOT:**   * Sharing clothing * High-Five * Touching/tapping when directed by the teacher | Student engages in contact with another individual without their permission in a non-threatening or sexual manner. |

**Major Behaviors:**

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| **Violation:** | **Examples:** | **Non-Examples:** | **Definition:** |
| **Verbal Aggression** | * Cursing or racial slurs toward any individual * 15 seconds or more of minor behavior of inappropriate language * 3 consecutive negative statements * Threatening to harm someone * Flipping the bird | **NOT:**   * Saying:   + Shut-up, sucks * Eye rolling * Mumbling disrespectful statements under breath * Isolated incidents | Student delivers verbal or non-verbal message toward another individual with intent to harm or embarrass. |
| **Physical Aggression** | * Punching/hitting * Intentional spitting * Bucking | **NOT:**   * Pushing/shoving * Horseplay | Student engages in an intentional action involving serious physical contact where injury may occur, including attempts. |
| **Defiance** | * Repeated or continual noncompliance * Leaving the classroom * Yelling at an adult | **Not:**   * Isolated events that are corrected immediately | Student engages in daring or bold resistance to authority and/or delivers socially rude interactions. |
| **Disruption** | * Sustained minor disruptions * Foot stomping * Table banging | **NOT:**   * Isolated incidents that are corrected immediately | Student engages in a behavior that takes away from the learning environment which could cause physical harm or injury to one’s self or others. |

**Major Behaviors:**

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| **Harassment/ Bullying** | * Repeated verbal abuse * Inappropriate touching or gestures * Name calling based on race, religion or ethnicity | **NOT:**   * Isolated incidents | Student engages in repeated inappropriate interactions with another person with the intention to threaten or intimidate, causing emotional and/or physical harm. |
| **Fighting** | * Punching/hitting * Kicking * Spitting | **NOT:**   * Isolated incidents of Physical Aggression | Student engages in mutual participation in an incident involving physical violence. |
| **Property Damage** | * Drawing on bathroom walls * Ripping or tearing pages in textbooks * Turning over or throwing furniture * Intentionally breaking a school item | **NOT:**   * Drawing on desks * Drawing on personal property * Breaking pencils or rulers | Student breaks and/or destroys school items with a value of more than $10. |
| **Stealing** | * Taking snack without paying * Hiding items that have been taken * Going into other’s desk or backpack to take an item | **NOT:**   * Taking a pencil off a desk * Playing with another’s personal item | Student knowingly takes school or others’ property with the intent to keep. |
| **Inappropriate Touch** | * Grabbing * Touching private parts (bathing suit areas) | **NOT:**   * Touching and/or removing other’s attire (burka, scarf, earrings, etc.) | Student engages in contact with another individual without their permission in a threatening or sexual manner. |
| **False Emergency** | * Pulling the fire alarm | **NOT:**   * Threat against individual | Student engages in an incident which causes the school to evacuate unnecessarily. |

**Behavior Management Levels**

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| **Level 1**  **Productive Personal Environment** | **Level 2**  **Productive Classroom Environment** | **Level 3**  **Orderly Environment** | **Level 4**  **Safe Environment** |
| **Behaviors that affect only the student:** | **Behaviors that interfere with others’ learning:** | **Behaviors that affect an orderly environment:** | **Behaviors that cause harm or are illegal:** |
| - Not prepared  - Out of Seat  - Breaking pencils  - Not following directions  - Whining  - Playing in desk  - Not doing class work  - Bubbles when washing hands  - Not in line  - Sleeping  - Copying behavior  - Not listening  - Leaning in chair  - Refusing to work  - Crawling on floor  - Not taking responsibility for action  - No homework | - Talking out/Talking back to adults  - Visiting/talking  - Inappropriate noise  - Tattling  - Touching  - Poking  - Standing on furniture  - Constant talking  - Out of seat and interfering with others’ learning  - Crawling on floor and interfering  with others’ learning  - Inappropriate chair manners  - Consistently not following directions  - Inappropriate language | - Talking back to adult w/ elevated frequency/intensity  - Throwing things  - Teasing  - Lying  - Cheating  - Forgery  - Tantrums  - Cutting others’ hair  - Bathroom - climbing  - Bathroom - looking under stalls  - Pushing  - Disrespect to adults  - Disrespect to children  - Leaving room without permission  - Name calling  - Hallway behavior  - Banging on window  - Profane hand gestures  - Inappropriate language | - Actions that cause harm  - Stealing  - Fighting  - Drugs  - Weapons  - Punching  - Biting  - Throwing Furniture  - Threatening to injure a person  or property  - Sexual harassment  - Inappropriate language directed at  other students or staff |
| **Level 1**  **Consequences May Include:** | **Level 2**  **Consequences May Include:** | **Level 3**  **Consequences May Include:** | **Level 4**  **Consequences May Include:** |
| - Teacher look  - Buddy Classroom (with or without  Think Sheet)  - Proximity  - Discussion/talking  - Verbal warning  - Timeout in room  - Parent contact | - Buddy Classroom (with or  without Think Sheet)  - Minor Office Discipline Referral  - Loss of part of recess  - Parent contact  - Behavior contract | - Time Out Classroom  - In-School Suspension  - Out of School Suspension  - Major Office Discipline Referral  - Admin/parent/student/teacher  conference | - Per Board of Education Policies  - Major Office Discipline Referral |