



## 2018-2019 Scott High School Discipline Rubric

### Level IV Offenses

#### Illegal Substance-Related Behaviors and Drug Possession and/or Use

**All incidents:** Parent conference/10 days OSS/contact law enforcement/expulsion recommendation/possible juvenile drug court/incorrigible petition filed with juvenile court system

#### Possession and/or use of Dangerous Weapon

**All incidents:** Parent conference/10 days OSS/contact law enforcement/expulsion recommendation/incorrigible petition filed with juvenile court system

#### Battery against a School Employee

**All incidents:** Parent conference/10 days OSS/contact law enforcement/expulsion recommendation/incorrigible petition filed with juvenile court system

#### Any Felony

*(arson, bomb threat, sexual assault, terrorist act, malicious wounding, etc.)*

**All incidents:** Parent conference/10 days OSS/contact law enforcement/expulsion recommendation/incorrigible petition filed with juvenile court system

#### Illegal Substance-Related Behaviors and Alcohol Possession and/or Use

**All incidents:** Parent conference/5-10 days OSS/possible contact law enforcement/possible expulsion recommendation/possible juvenile drug court/incorrigible petition filed with juvenile court system

### Level III Offenses

#### Battery against Student

*(a student will not unlawfully and intentional injure another student)*

**All incidents:** 10 days OSS/contact law enforcement/possible expulsion recommendation/incorrigible petition filed with juvenile court system

#### Bullying/Harassment/Intimidation/Derogatory Remarks

*(racial, sexual, ethnic, religious, or handicapping)*

**1<sup>st</sup> offense:** Parent conference/1-3 days ISS

**2<sup>nd</sup> offense:** Parent conference/minimum 3 days OSS

**3<sup>rd</sup> offense:** Parent conference/discretion of administrator up to 10 days OSS

#### False Fire Alarm

*(any student who knowingly and willingly sets off a fire alarm)*

**All incidents:** Parent conference/5-10 days OSS

#### Defacing School Property/ Vandalism

**All incidents:** Parent conference/possible ISS or OSS/restitution/contact law enforcement

**BE EXCELLENT IN EVERYTHING YOU DO, EVERY DAY!**



*Jacob Messer, Principal  
Gabriel King, Assistant Principal  
Angela Walker, Assistant Principal*

*Sonya Dunlap, Counselor  
Gena Godby, Counselor*

**Tobacco/Electronic Cigarettes/Vapor Pens Possession or Use**

**1<sup>st</sup> offense:** Parent conference/3 days ISS or 4 days of cessation class if available  
**2<sup>nd</sup> offense:** Parent conference/3 days OSS/citation from a police officer  
**3<sup>rd</sup> offense:** Parent conference/3-5 days OSS/citation from a police officer/incorrigible petition filed with juvenile court system

**Threat of Injury/Violent Behavior**

**All incidents:** Minimum 3 days OSS and up to 10 days OSS/possible expulsion recommendation

**Stealing/Larceny**

**All incidents:** Depending on the value of item stolen, the administration will use discretion to fit the disciplinary action to the offense. Students may have to make restitution. Authorities will be notified if appropriate. Property valued over \$1,000 is considered to be a felony.

## **Level II Offenses**

**Physical Fight without Injury**

**1<sup>st</sup> offense:** 5 days OSS/possible law enforcement/possible incorrigible petition filed with juvenile court system  
**2<sup>nd</sup> offense:** 5-10 days OSS/contact law enforcement/incorrigible petition filed with juvenile court system  
**3<sup>rd</sup> offense:** 10 days OSS/contact probation officer/possible recommendation for expulsion

**Insubordination**

*(a student who ignores or refuses to comply with directions or instructions from school authority)*

**1<sup>st</sup> offense:** parent conference/1-3 days ISS  
**2<sup>nd</sup> offense:** parent conference/1-3 days OSS  
**All others:** parent conference/3-5 days OSS

**Abusive Language Directed Toward Faculty or Student**

**All incidents:** parent conference/3-5 days OSS

**Profane Language/Obscenity**

**1<sup>st</sup> offense:** parent conference/3 days detention  
**2<sup>nd</sup> offense:** parent conference/1 day ISS  
**3<sup>rd</sup> offense:** parent conference/1-3 days ISS  
**All others:** parent conference/1-3 days OSS

**Disrespect to Faculty**

**1<sup>st</sup> offense:** parent conference/1-3 days ISS  
**2<sup>nd</sup> offense:** parent conference/3-5 days ISS  
**3<sup>rd</sup> offense:** parent conference/1-3 days OSS  
**All others:** parent conference/3-5 days OSS

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**Leaving the Building/Going off the Campus/Being in Off-Limit Areas**

**1<sup>st</sup> offense:** parent conference/1-3 days ISS

**2<sup>nd</sup> offense:** parent conference/3-5 days ISS

**3<sup>rd</sup> offense:** parent conference/1-3 days OSS/incorrigible petition filed with juvenile court system

**Excessive Days of Noon Detention per Semester**

After a student receives his or her 5<sup>th</sup> day of noon detention for any reason in a semester, the 5<sup>th</sup> and each additional day of detention will result in 1 day of ISS.

**Excessive Days of ISS per School Year**

After a student receives his or her 4<sup>th</sup> assignment of ISS for any reason in the school year, the 4<sup>th</sup> and each additional assignment of ISS will result in 3-5 days of OSS.

## Level I Offenses

**Tardiness to Class**

**1<sup>st</sup> offense:** warning (teacher documents)

**2<sup>nd</sup> offense:** parent notification/1 day detention

**All others:** parent conference/3 days detention

**Tardiness to School/Late Sign-In/Early Sign-Out**

**1<sup>st</sup> offense:** 3 sign-ins or 3 sign-outs will result in 1 day detention

**2<sup>nd</sup> offense:** 6 sign-ins or 6 sign-outs will result in 3 days detention

**All others:** 9 or more sign-ins or 9 or more sign-outs will result in 1-3 ISS

Tardies for sign-ins will be counted from 7:30 a.m. until 9:06 a.m. Tardies for sign-outs will be counted from 1:10 p.m. until 2:44 p.m.

**Skipping Class**

**1<sup>st</sup> offense:** parent conference/1-3 days ISS

**2<sup>nd</sup> offense:** parent conference/3-5 days ISS

**All others:** parent conference/5-10 days ISS

Leaving school without following proper sign-out procedures will be treated the same as skipping. Students must sign out with a parent, guardian, or designated adult present. Refer to the sign-in/sign-out policy for additional information.

**Dress Code Violation**

**All incidents:** Change clothing immediately

**1<sup>st</sup> offense:** parent notification/1 day detention

**2<sup>nd</sup> offense:** parent conference/3 days detention

**3<sup>rd</sup> offense:** parent conference/1-3 days ISS

**All others:** parent conference/3-5 days ISS

Hats are NOT to be worn in the building; doing so will be treated as a dress code violation.

**Inappropriate Displays of Affection**

**1<sup>st</sup> offense:** parent notification/1 day detention

**2<sup>nd</sup> offense:** parent conference/1 day ISS

**3<sup>rd</sup> offense:** parent conference/3-5 days ISS

**All others:** parent conference/1-3 days OSS

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**No Hall Pass**

**1<sup>st</sup> offense:** parent notification/1 day detention  
**2<sup>nd</sup> offense:** parent notification/3 days detention  
**All others:** parent notification/1-3 days ISS  
All students will use the school-issued hall passes.

**Disrupting Class (not following classroom rules)**

**1<sup>st</sup> offense:** parent notification/1 day detention  
**2<sup>nd</sup> offense:** parent conference/1-3 days ISS  
**3<sup>rd</sup> offense:** parent conference/3-5 days ISS

**Inciting or Instigating Disruptive Behavior**

(This can occur through face-to-face conversations or social media messages)

**1<sup>st</sup> offense:** parent conference/1-3 days ISS  
**2<sup>nd</sup> offense:** parent conference/3-5 days ISS  
**3<sup>rd</sup> offense:** parent conference/1-3 days OSS

**Cell Phones/Electronic Devices**

**1<sup>st</sup> Offense:** 1 day of detention/cell phone taken to office/parents notified to pick up cell phone  
**2<sup>nd</sup> Offense:** 1 day of in-school suspension/cell phone taken to office/parents notified to pick up cell phone/no cell phone at school for 1 week\*

\* If student brings cell phone to school during that time, he or she will serve 3 days of out-of-school suspension for insubordination and will have his or her cell phone privileges revoked for the rest of the school year.

**3<sup>rd</sup> Offense:** 1 day of out-of-school suspension/cell phone taken to office/parents notified to pick up cell phone/no cell phone at school for 1 month\*

\* If student brings cell phone to school during that time, he or she will serve 3 days of out-of-school suspension for insubordination and will have his or her cell phone privileges revoked for the rest of the school year.

**All Other Offenses:** 3 days of out-of-school suspension/cell phone taken to office/parents notified to pick up cell phone/no cell phone at school for 1 semester

\* If student brings cell phone to school during that time, he or she will serve 3 days of out-of-school suspension for insubordination and will have his or her cell phone privileges revoked for the rest of the school year.

Students cannot use their cell phones and electronic devices during class; they can use their cell phones and electronic devices during breakfast and lunch and between classes. All cell phones and electronic devices (MP3 players, cell phones, tablets, portable video game systems, radios, beepers, etc.) must be turned off and put away during class.

**Disruptive/Disorderly Conduct**

**1<sup>st</sup> offense:** parent notification/3 days detention  
**2<sup>nd</sup> offense:** parent conference/1-3 days ISS  
**3<sup>rd</sup> offense:** parent conference/3-5 days ISS  
**All others:** parent conference/1-3 days OSS

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**Academic Dishonesty/Cheating/Plagiarism**

- 1<sup>st</sup> offense:** parent notification/3 days detention
- 2<sup>nd</sup> offense:** parent conference/1-3 days ISS
- 3<sup>rd</sup> offense:** parent conference/1-3 days OSS

**Sleeping in Class**

- 1<sup>st</sup> offense:** parent notification/1 day detention
- 2<sup>nd</sup> offense:** parent conference/3 days detention
- 3<sup>rd</sup> offense:** parent conference/1-3 days ISS

**Violation of School Rules**

- 1<sup>st</sup> offense:** parent notification/1 day detention
- 2<sup>nd</sup> offense:** parent conference/1 day ISS
- 3<sup>rd</sup> offense:** parent conference/1-3 days ISS

**False Identification/Forgery/Fraud**

- 1<sup>st</sup> offense:** parent conference/1-3 days ISS
- 2<sup>nd</sup> offense:** parent conference/3-5 days ISS
- 3<sup>rd</sup> offense:** parent conference/1-3 days OSS

**Inappropriate Behavior during School-Time Activities and/or Events**

**All incidents:** parent notification/removal from event/possible denial of privilege to participate in future school activities/possible detention, ISS, or OSS depending on the incident

**Littering**

- 1<sup>st</sup> offense:** parent notification/1 day detention
- 2<sup>nd</sup> offense:** parent conference/3 days detention
- 3<sup>rd</sup> offense:** parent conference/1-3 days ISS

**Failure to Attend Detention or Study Hall**

**All incidents:** 1 day ISS