

# **DISCIPLINE PLAN**

MEADOW VALLEY MIDDLE SCHOOL  
2017-2018

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The Staff at Meadow Valley Middle School is committed to providing a safe, meaningful, and effective learning environment for all students. Though the years, we have developed and implemented policies and procedures to assist our school with discipline issues. We firmly believe that each incident or situation should be investigated and treated with diligence, prudence, and fairness realizing that we are working with students who are entrusted to our care. In order to maintain a positive learning environment, the safety of all students must be our priority.

## **FOCUS #1: STUDENTS**

We recognize the need for students to develop acceptable social behavior and social skills necessary to assist them throughout their lives. All students are different, but each is a part of our school. Awareness of others is a vital component to effectively interact in a school population. An important aspect of our discipline plan includes the following list of objectives that students will attain through their middle school experience.

- **Objective #1**

Students will develop an appreciation of personal rights. Students are citizens in our school, town, state, and country. Citizenship requires the recognition that all people need and are entitled to certain rights including the right to positively express their opinions. With rights come responsibilities toward other individuals.

- **Objective #2**

Students will develop an appreciation for school property. Providing opportunities for students to utilize school building facilities, books, materials, and other public property items, is an important function shared in our school.

- **Objective #3**

Students will learn responsibility and the consequences of their own actions. Rules, policies, and procedures are an important aspect of a school society, and students need an opportunity to understand their role in that system. Part of that learning experience is the realization that a student is responsible for his/her decisions. As students make choices, they recognize that those choices have consequences. Some natural consequences entice students to change or modify their behavior. Imposed consequences encourage change in their behavior. Ultimately, we hope students use these opportunities to improve in their decision-making abilities and behavior, and learn that being accountable is a crucial aspect of becoming an adult.

- **Objective #4**

Students will develop and build a greater sense of self-worth. Students are empowered by making decisions, taking manageable risks, and working through their decision processes. As students develop and mature in their decision-making abilities, their self-esteem issues

can be addressed while they learn how to effectively communicate their concerns and problems in search of resolutions.

- **Objective #5**

Students will earn rewards for good behavior. Ideally, all rewards for good behavior would be of an intrinsic nature. Good behavior exhibited on a daily basis is a reward in itself, but we believe that there should also be external rewards for the good behavior of our students. We recognize and reinforce good behavior throughout the school year with three Pride Trips\*, Goody Coupons\*\*, special student assemblies, along with a trip to the historical Hoover Dam every other year, etc.

*\* Pride Trips- Students must earn a total 25 points each allotted time frame with at least **one point** from each of the seven categories below:*

<b>Attendance: Days Absent</b>	<b>0 days absent = 5 points</b> <b>1 days absent = 4 points</b> <b>2 days absent = 3 points</b> <b>3-4 days absent = 2 points</b> <b>5-6 days absent = 1 point</b> <b>Student absent for more than 6 days may appeal to the student council for one point if they have good cause.</b>
<b>Timeliness</b>	<b>No unexcused tardies = 5 points</b> <b>1 unexcused tardy = 4 points</b> <b>2 unexcused tardies = 3 points</b> <b>3 unexcused tardies = 2 points</b> <b>4 unexcused tardies = 1 point</b>
<b>Behavior</b>	<b>0 pink slips = 5 points</b> <b>1 pink slip = 3 points</b> <b>2 pink slip = 1 point</b>
<b>Participation (Intramural sports and Assemblies)</b>	<b>Full participation &amp; good citizenship = 3 points per event</b> <b>Helped out and cooperated = 2 points per event</b> <b>Sat politely but did not participate = 1 point per event</b>
<b>Citizenship</b>	<b>Participation in Pride Activities = 1 point per activity</b>
<b>Preparedness</b>	<b>Class preparedness = 1 point</b> <b>Principal (or designee) spot checks = 1 point</b>
<b>Volunteer</b>	<b>Volunteer time = 1-5 pride points per time based on supervisor's decision</b>

*\*\*Teachers and Staff members may hand out these "coupons" to students when they witness students using good citizenship skills, improving their behavior, and/or performing good deeds. Coupons may be redeemed for the equivalent of 25 cents for purchasing approved snacks, chilled bottled water, approved sports drinks, and other items.*

- **Objective #6**

"Plan for Removal of a Pupil from a Classroom" (NRS 392.4645 – 392.4648)

If, in the judgment of a teacher, a pupil has engaged in behavior that seriously interferes with the ability of the teacher to teach and the other pupils to learn, the pupil shall be temporarily removed from the classroom and assigned to a temporary alternative placement. While in the alternative placement, the pupil shall be separated from other pupils, under the supervision of appropriate school personnel, and prohibited from engaging in extracurricular activities.

The principal of the school shall conduct an investigation as to the pupil's inappropriate behavior and **may discuss** his/her findings **of said behavior** with the classroom teacher(s), pupil, and possibly the pupil's parents/guardians as well as the advisory board containing at least two other teachers, the school counselor, and three parents. The pupil **will not** be discussed, just the behavior and how to stop it. If discipline actions are necessary, then the principal will follow the guidelines found under Focus #4: Administration.

- **Objective #7**

"Progressive Discipline on School Transportation"

The following progressive discipline procedures will be followed in accordance to expected bus behavior:

**First Offense:** The matter will be discussed with pupil and he/she will be warned about the consequences of future behavior problems on the bus. If the behavior violates a specific school policy, appropriate disciplinary action will also be taken.

**Second Offense:** The student will be assigned a seat on the bus near the bus driver or other adult that could supervise the student. If the behavior violates a specific school policy, appropriate disciplinary action will also be taken.

**Third Offense:** The student will be issued a suspension from riding the bus for the period of days determined by the principal. If the behavior violates a specific school policy, appropriate disciplinary action will also be taken.

**Suspension:** In the event of an extreme behavior (NRS 392.4655; 392.466; 392.467) or if all of the above fails, the principal, depending upon the offense, has several levels of discipline that can be utilized. These levels generally proceed in the following order but it is not required:

**Bus Suspension - One day**

**Bus Suspension - Three days**

**Bus Suspension - Ten days**

**Permanent Suspension**

## **FOCUS#2: PARENTS**

Involving parents in our school community is an important component of our school. We have quarterly Parent Advisory Board meetings to discuss vital issues, and invite any parent or guardian to get involved. This board provides feedback from the community as well as parents on school-related issues that impact our students. This board approved this discipline plan on September 15, 2017. The school also utilizes Infinite Campus, e-mail, and Facebook to share grading information, school related activities, and announcements. Teachers are encouraged to send home notices of concern, discipline slips, proficiency notices, and other progress reports as communication to parents. Parents may communicate via telephone and email, and may visit with teachers at school as needed.

## **FOCUS #3: TEACHERS/STAFF**

Working with middle school-aged students presents many unique situations. Students are in a physically developmental stage that is life altering. We have developed a progressive discipline plan intended to provide students the opportunity to recognize and correct inappropriate behaviors. **This progressive chart sets out the procedures with the understanding that some incidents and situations may require "skipping" steps depending on the severity of certain incidents.** For instance, a student may have harassed another student more than once and the procedures were followed. If, later in the year, the same student harasses another student, it would not be necessary or prudent to return to the first step. Fighting is another example of a time that "skipping steps" will be necessary. We have found that, as far as outlined, these procedures are effective and meaningful in our school as effective guidelines. Below are typical discipline steps employed at Meadow Valley Middle School:

- 1) Warn and/or visit with student about problem. Student will commit to change inappropriate behavior.
- 2) Remove student from situation and/or give "time out," in or out of classroom. Student may be invited to visit with principal.
- 3) Lunchtime detention.
- 4) Parent Notification. Depending on severity this could be a "Notice of Concern," or a "Pink Slip."
- 5) Student removed from class pending required parent conference. Pink Slip issued.
- 6) Refer discipline to administration.

## **FOCUS #4: ADMINISTRATION**

If a student is referred to the office for discipline situations, or if there is a school issue out of a classroom, then the administration may need to be involved. The administration firmly believes that discipline issues arising in the classroom need to be addressed by the teacher. However, there are circumstances that need administrator involvement to help maintain the safety of the school and students, as well as assisting students in modifying their behavior. The administrator may use these progressive discipline guidelines as follows:

- 1) Warn and visit with student about problem. Student will commit to change inappropriate behavior.
- 2) Lunchtime detention & parents notified.
- 3) After school detention & parents notified (possible pink slip).
- 4) In-school suspension, pink slip issued, & parents notified.
- 5) 1-day suspension from school, pink slip issued, & parent conference via phone or at school.
- 6) 3-day suspension from school, pink slip issued, parent conference held at school.
- 7) Alternative placement as determined by school discipline committee.
- 8) Expulsion: school board involvement.

### **Disciplinary Definitions and Guidelines**

- **Alternate School**

When a student has been absent for an extended period of time, and needs school assistance outside the regular school setting or the student creates continual discipline-related disruptions in the regular school setting, alternative school may be assigned. Parents will be contacted and a conference held, but the final decision rests with the school administrator.

- **In-school Suspension**

When a student creates a situation requiring disciplinary action of a serious nature, in-house suspension may be an option. In-house suspension is used as an option before suspension or expulsion. In-house is also appropriate when other methods in assisting student changes in behavior(s) have not been successful and the negative behavior continues.

- **Suspension**

Suspensions are the consequence of either a student's habitual behavior, which results in repeated assignments of detention, or an action serious enough to warrant immediate removal from school. The school administrator, and any involved teachers, may conference with parents, but the final decision rests with the administrator. Suspensions can be from one to ten days, depending on the nature and/or seriousness of the offense. Suspended students may complete assignments for classes during their suspension time, but the work is due on the day the student returns from the suspension. The following actions may result in suspension:

- 1) Inappropriate language
- 2) Inappropriate gestures\*
- 3) Threats\*
- 4) Harassment\*
- 5) Assault\*
- 6) Hazing\*
- 7) Classroom misconduct
- 8) Inappropriate behavior
- 9) Gambling\*
- 10) Disorderly conduct

- 11) Disturbing the peace\*
- 12) Littering\*
- 13) Tobacco use\*
- 14) Trespassing\*
- 15) Misconduct on school vehicles\*
- 16) Alcohol\*
- 17) Drug use\*
- 18) Arson\*
- 19) Vandalism\*
- 20) Malicious Mischief\*
- 21) Fighting\*
- 22) Weapons\*
- 23) Physical Assault\* or Battery\*
- 24) Lying\*
- 25) Cheating
- 26) Forgery\*
- 27) Extortion\*
- 28) Theft\*
- 29) Burglary\*
- 30) Larceny\*
- 31) Insubordination

*Depending on severity and other factors, items with (\*) may also be reported to proper law enforcement agency for criminal prosecution.*

The governing board and staff of the Lincoln County School District are committed to keeping schools safe for all students. It is important that each student understands the consequence of becoming involved in the use and/or possession of a controlled substance (drugs or alcohol) and/or dangerous objects. Any of these offenses will be reported to the proper legal authorities. **Suspension is mandatory upon first offense for violations related to weapons.** These Regulations apply to the students in the following situations:

- 1) On school grounds (this includes the parking lot, as well as vehicles on school property).
- 2) Coming to or leaving from school.
- 3) On lunch break, whether on or off campus.
- 4) Before, during, or after a school-sponsored activity.

This Progressive Discipline Plan is submitted in order for Meadow Valley Middle School to comply with NRS 392.463, and NRS 392.4644 stating that a "plan shall be adopted to ensure public schools are safe and free of controlled substances" and that "written rules of behavior and punishments" are included in the plan. See: *Meadow Valley Middle School Parent and Student Handbook* for letters and correspondence regarding student rights and due process issues.

Raymond Wadsworth—Acting Principal  
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