APPENDIX VI – 12
Discussion Topics

1. Frequently Asked Questions
2. Positive Behavioral Intervention and Supports
3. Restorative Practices
4. Guidelines for Student’s Rights and Responsibilities
5. Due Process and Appeals
6. Resolving Concerns
Q – Has TUSD established procedures for addressing disciplinary issues prior to writing a referral?

A. Yes, Interventions to address and attempt to change behaviors are required to be attempted and documented. The referral process may be utilized before a student is in danger of exclusionary discipline.

Q – What is exclusionary discipline?

A. These are consequences used by school administrators that temporarily remove a student from their regular educational setting. An example of exclusionary discipline is an out of school suspension.
• **Q** – Does TUSD investigate bullying allegations on its campuses?

• **A. Yes**, All reports of bullying are investigated by the principal. If the allegation of bullying is sustained, disciplinary actions that are aligned with the Code of Conduct/GSRR are assigned, and may include exclusionary actions. You may find the Governing Board regulation on bullying through the following link: [JICK-R](#)
• **Q – Are ‘free fights’ permitted under the current Code of Conduct/GSRR?**

• **A. No,** TUSD strives to maintain a safe and secure learning environment for all. We in no way condone violence at our schools. Administrators record evidence of interventions and restorative actions. This school year, students who violate the Code of Conduct by fighting will be suspended short term out of school, followed by a two day in school intervention, and each will be counseled. Students who fight a second time during the school year are subject to being assigned to our District Alternative Education Program for a period of time.
• **Q –** Have site administrators been disallowed or discouraged from suspending students of color?

• **A. No,** Suspension for any and all students is allowed as long as the non-exclusionary procedures have been satisfied first. The Code of Conduct/GSRR applies to all students regardless of race. However, the district and school principals do review discipline trends and patterns. Principals are encouraged to look at their discipline data through various factors, which includes race, areas of campus where problems are more prevalent, and classrooms where teachers may need more support.
• Q – What is racial/ethnic disproportionality as it applies to school discipline?

• A. Disproportionality in discipline means that one particular race or ethnicity of students receives discipline consequences different from other student groups. One example would be if a particular sub-group of students made up 10% of the student population but 30% of the students being disciplined. Another example of disproportionality would be if a sub-group of students received more serious consequences for a particular violation code than other students who were given consequences for the same infraction.
• **Q – Does TUSD minimize student violation levels?**

• **A. No**, TUSD does not minimize student violations. Principals may petition to have a violation level modified, but only a Director or Assistant Superintendent can permit the level to be changed. We want principals to work with each student and parent individually, while at the same time to be consistent in how the Code of Conduct is enforced.
Q – Does TUSD suspend students?

A. Yes, TUSD does not suspend for level 1 or 2 violations. However, sites may use exclusionary discipline for higher level violations, especially if those violations interfere with the ability to maintain a safe and secure learning environment. Principals are asked to monitor and judge the severity of a Code of Conduct/GSRR violation. Maintaining a safe and secure school is a top priority for the District and for our principals.
Positive Behavioral Intervention and Supports
It's All About…
Establish Common Expectations

Consistently Encourage and Communicate

Ongoing Reinforcement and Recognition

How?

Why?

Preventative Approach

Creates a positive, safe school climate to maximize success
Example of PBIS – Matrix of Expectations

<table>
<thead>
<tr>
<th>EXPECTATION</th>
<th>All Settings</th>
<th>Hallways</th>
<th>Playground</th>
<th>Cafeteria</th>
<th>Library/Computer Lab</th>
<th>Assembly</th>
<th>Bus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Respect Ourselves</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Respect Others</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Respect Property</td>
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</tbody>
</table>

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Restorative Practices is building, enhancing and restoring relationships across school communities through positive changes in behavior.
Restorative Practices

Changing your own attitude

Restorative Means

Holding People Responsible for Behaviors

Believing in Individuals

Improving Relationships
Restorative Practices

Social Discipline Window

- TO punitive
- WITH restorative
- NOT neglectful
- FOR permissive

High control (limit-setting, discipline)

High support (encouragement, nurture)
The Purpose of The Guidelines for Student Rights and Responsibilities

- Explains the rights and responsibilities of students
- Describes behavior which violates the rights and responsibilities
- Aims for consistency throughout the District
- Assures the rights of students when disciplinary action is taken
They May Also Apply

When a student's behavior away from school has a negative effect on the other students.

If the action disrupts the educational process.

The violation is directly connected to prior violations at school.
<table>
<thead>
<tr>
<th>LEVEL 1</th>
<th>LEVEL 2</th>
<th>LEVEL 3</th>
<th>LEVEL 4</th>
<th>LEVEL 5</th>
</tr>
</thead>
</table>
| o Parent Notification 
  Conference Request  
  Student Conference  
  Restorative Circle  
  Restorative Conference  
  Confiscation of 
  Contraband  
  Student Verbal Apology  
  Student Written Apology  
  Warning  
  Referred to Outside 
  Agency  | o Any Action from the prior level(s) **may** also be imposed.  
  o Restorative Conference and/or Restorative Circle  
  o Social Skills Groups and/or Mentoring  | o Any Action from the prior level(s) **may** also be imposed.  
  o Short-Term In School Action and/or Abeyance  
  o Restorative Conference and/or Restorative Circle  
  o In School Suspension/Intervention or Out of School Suspension and/or Abeyance (Short Term 1-10 Days)  
  o But only where student misbehavior is ongoing and escalating, and only after the site has first attempted and documented the types of interventions(s) used in PBIS or Restorative Practices  | o Any Action from the prior level(s) **may** also be imposed.  
  o Out of School Suspension and/or Abeyance – Long-Term (11-30 Days)  
  o Restorative Conference and/or Circle (upon re-entry to school)  | o Any Action from the prior level(s) **may** also be imposed.  
  o Out of School Suspension and/or Abeyance – Long-Term (11-180 Days)  
  o Restorative Conference and/or Restorative Circle (upon re-entry to school)  
  o Expulsion  |
<table>
<thead>
<tr>
<th>Violation</th>
<th>Action Level</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Recklessness</strong></td>
<td>1</td>
</tr>
<tr>
<td>Unintentional, careless behavior that <em>may pose</em> a safety or health risk for yourself or for others.</td>
<td></td>
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</tbody>
</table>

**Minor Aggressive Act**
Student engages intentional, *non-serious but inappropriate physical contact* such as, but not limited to; hitting, poking, pulling, pushing, etc.

**Other Aggression**
Includes other acts of aggression not specifically listed within the Aggression section including, but not limited to, intentional, *serious and inappropriate physical contact* including, but not limited to any example listed under “Minor Aggressive Act” that may result in a serious physical injury.

**Disorderly Conduct**
A person commits disorderly conduct if, with intent to disturb the peace or quiet of a neighborhood, family or person, or with knowledge of doing so, such person:

a. Engages in violent or seriously disruptive behavior.
b. Uses abusive or offensive language or gestures to any person present in a manner likely to provoke immediate physical retaliation by such person.

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c. Makes any protracted commotion, utterance or display with the intent to prevent the transaction of the business of a lawful meeting, gathering or procession.

d. Refuses to obey a lawful order to disperse issued to maintain public safety. (see A.R.S. §13-2904)
e. Recording/distributing fights on any social media outlet.
Let's go through an example…

Two students are walking in the hall after leaving a class…

One student trips the other student causing the student to fall.
How We Respond

- What could the consequences be for the student?
- How can the student repair the harm they have done?
- Should this have happened?

= Guidelines for Rights and Responsibilities
= Restorative Practices
= Positive Behavioral Intervention and Supports
Our Mission
Due Process is a right of a student and parent when a student may be suspended or expelled. The school has an obligation to follow this process to protect a student’s rights.
Written or verbal notice of charges need to be given to the student. A meeting with a school administrator must be held where a student can share their side of the story and the school official will explain the evidence of the misconduct to the student.

At all times, a parent must be notified of the violation. If the findings warrant short or long term suspension, the administrator must inform the parents in writing of the violations and the conditions of the suspension. Parents are notified in the suspension letter of the Governing Board Policy and Appeal Process. A parent conference should be scheduled if possible to discuss the situation.

If suspension is long term, the formal Long Term Suspension Hearing must be held within ten (10) school days. Parents must be notified of the hearing. Any work must be made available for pick up at the school office. Additional assignments will be provided only after the student has completed and returned previous assignments.

A parent/student conference must be held to discuss the situation. The student is allowed access to class assignments. Homework must be made available for pick up at the school office. Additional assignments will be provided only after the student has completed and returned previous assignments.

When a student returns from suspension an administrator must conduct a reentry conference to review the expectations for student conduct and provide supports to assist the success of the student.

*Only in extreme situations involving safety can disciplinary action be taken before these steps are completed.*
Appeal of Suspensions

**Short-Term**

Request a review of the school official's decision by the school official's immediate supervisor. Such request shall be made within three (3) school days following the imposition of the suspension. The Administrator will review all the material and make a final determination.

**Long-Term**

The student may appeal a decision imposing a long-term suspension by filing a written appeal with the Office of Elementary, K-8 or Secondary Leadership within three (3) school days after receiving the hearing decision letter, or within a time limit agreed upon by the student and the Office of Elementary, K-8 or Secondary Leadership during the same three (3) school days.

*The Governing Board's decision is final.*

If the suspension has been upheld or modified after the initial appeal, the student may further appeal by filing a written notice of appeal to the Governing Board within five (5) days after receiving the decision of Elementary, K-8 or Secondary Leadership.

Further Appeal

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Steps to Resolve Concerns
Steps for Students Concerns

The majority of issues are resolved in the classroom through student and teacher communication.

Talking and Listening

P.B.I.S.

Restorative Practices
Questions?

Informational Presentation about our School’s Culture, Student Expectations, and Discipline.
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