

## PTEC Discipline Matrix

Offense	Middle School Grades 6-12
Excess Absences/ Truancy	<ol style="list-style-type: none"> <li>1. Letter sent home</li> <li>2. Letter sent home - Attendance Contract</li> <li>3. Letter sent home - Truancy Court</li> <li>4. Loss of credit for class</li> </ol>
Abusive Language	<ol style="list-style-type: none"> <li>1. 1 hr after school</li> <li>2. 2 hrs after school</li> <li>3. Saturday Detention</li> <li>4. 1 day ISS</li> <li>5. 1 day OSS</li> </ol>
Alteration of Records	<ol style="list-style-type: none"> <li>1. 10 Day suspension - recommendation for expulsion</li> </ol>
*Arson	<ol style="list-style-type: none"> <li>1. 10 Day suspension - recommendation for expulsion</li> </ol>
*Assault and/or Battery Against an Employee	<ol style="list-style-type: none"> <li>1. 10 Day suspension - recommendation for expulsion</li> </ol>
*Bomb Threats	<ol style="list-style-type: none"> <li>1. 10 Day suspension - recommendation for expulsion</li> </ol>
Breach of Internet Security	<ol style="list-style-type: none"> <li>1. 10 Day suspension - recommendation for expulsion</li> </ol>
**Bullying, Threatening, Harassment or Intimidation	<ol style="list-style-type: none"> <li>1. Conference -1 Day OSS</li> <li>2. Conference - 3 Days OSS/ Behavior Contract</li> <li>3. 4-10 Days OSS/Behavior Remediation Plan - possible expulsion</li> </ol>
Bus Misconduct	Discretion of Principal, Dean, Director of Maintenance
Cheating and/or Plagiarism and/or Copying	<ol style="list-style-type: none"> <li>1. Parent Notification - 2 hrs after school - 75% max on retake</li> <li>2. Parent Notification - Saturday Detention - 50% max on retake</li> <li>3. Parent Notification - 1 day ISS - 0% grade</li> <li>4. Parent Notification - 1 day OSS - 0% grade</li> </ol>
Defacing/Destruction of School Property	<ol style="list-style-type: none"> <li>1. 1 day OSS/restitution</li> <li>2. 3 days OSS/restitution</li> <li>3. 3-5 days OSS/restitution - possible expulsion</li> </ol>
Detrimental Behavior	<ol style="list-style-type: none"> <li>1. 1 day OSS</li> <li>2. 3 days OSS</li> <li>3. 3-5 days OSS/ restitution - possible expulsion</li> </ol>
**Discrimination based on Race, Color, Sex, Religion or Gender	<ol style="list-style-type: none"> <li>1. Conference - 1 day OSS</li> <li>2. Conference - 3 days OSS</li> <li>3. Conference-3-5 days OSS-possible expulsion</li> </ol>
Disobedient and/or Defiant	<ol style="list-style-type: none"> <li>1. 1 hr after school</li> <li>2. 2 hrs after school</li> <li>3. Saturday Detention</li> <li>4. 1 day ISS</li> <li>5. 1 day OSS</li> </ol>
Disorderly Conduct/Disruptive Behavior that poses a threat to the learning environment, health or welfare of others including disrespectful speech	<ol style="list-style-type: none"> <li>1. Conference-2 hrs detention</li> <li>2. 1 day OSS</li> <li>3. 3-5 days OSS</li> <li>4+. Continued habitual behavior- 5-10 days OSS- possible expulsion</li> </ol>
Disrupting Class	<ol style="list-style-type: none"> <li>1. 1 hr lunch detention</li> <li>2. 1 hr after school</li> <li>3. 2 hrs after school</li> <li>4. Saturday Detention</li> <li>5. 1 day ISS - habitual behavior</li> <li>6. 1 day OSS</li> </ol>
Disrespect	<ol style="list-style-type: none"> <li>1. 1 hr after school</li> <li>2. 2 hrs after school</li> <li>3. Saturday Detention</li> <li>4. 1 day ISS - habitual behavior</li> <li>5. 1 day OSS</li> </ol>

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*Drugs and/or Alcohol possession or use	1. Conference- 3 days OSS 2. 5 days OSS 3. 10 days OSS-possible expulsion
*Drugs and/or Alcohol Sale or Distribution	1. 10 days OSS-possible expulsion
Eating/Drinking in Class/Gum	1. Verbal Warning 2. 1 hr lunch detention 3. 1 hr after school 4. 2 hrs after school 5. Saturday Detention
Excessive Tardiness	1. 1 hr after school 2. 2 hrs after school 3. Saturday Detention 4. 1 day ISS 5. 1 day OSS
Extortion and/or Threatening Another Student for Property	1. Conference - 1 day OSS 2. Conference - 3 days OSS 3. Conference-3-5 days OSS-possible expulsion
*Fighting and/or battery Fight Instigation	1. Conference - 1 day OSS 2. Conference - 3 days OSS 3. Conference-3-5 days OSS-possible expulsion
Felony charges as reported by the police/district attorney to include, but not limited to, Robbery, Sexual Assault, Aggravated Battery, Etc.	Conference- determination of danger to school, school culture, school personnel and students. Possible suspension and recommendation for expulsion
Forgery	1. Parent Notification - 1 hr After School 2. Parent Notification - 2 hrs After School 3. Saturday Detention 4. 1 day ISS 5. 1 day OSS
Inappropriate Dress/ Not Following Dress Code	1. Warning/Parent notification and change clothes 2. Parent notification and change clothes -1 hr detention 3. Parent notification and change clothes -1 day ISS and PTEC Connect clothes for 1 month 4. Parent notification and change clothes-1 day OSS
Improper use of Cellular Phones and other Electronic Devices	1. Confiscation -student pick up-verbal warning 2. Confiscation -parent pick up -1 hr after school 3. Confiscation - parent pick up-not allowed on school grounds 4+. Confiscation – parent pick up - 1 day OSS
Inappropriate display of affection/ Public display of affection	1. Warning/Parent notification 2. Detention - Conference - Behavior Contract 3. 1 day OSS 4+. 3-5 day OSS
Leaving Class/School Without Permission "Skipping"	1. Detention - Parent Notification 2. 1 day OSS - Conference 3. 3-5 days OSS 4. 5-10 days OSS
Lying	1. 1 hr after school 2. 2 hrs after school 3. Saturday Detention 4. 1 day ISS - habitual behavior 5. 1 day OSS
Note Passing	1. 1 hr lunch detention 2. 1 hr after school 3. 2 hrs after school 4. Saturday Detention 5. 1 day ISS - habitual behavior 6. 1 day OSS
Other Minor Violation	At the discretion of the Administration

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Other Violations of the Code of Conduct	At the discretion of the Administration
Possession and/or Use of Tobacco Products or Paraphernalia including "E-Cigarettes"	1. 1 day OSS 2. 3 days OSS 3. 5 days OSS 4. 5-10 days OSS - possible expulsion
Profanity, Foul Language, Obscene Materials or Gestures	1. 1 day ISS 2. 1 day OSS 3. 3-5 days OSS 4. 5-10 days OSS
Reckless Driving	At the discretion of the Administration
Repeated Interference	1. 1 day OSS 2. 2 days OSS 3. 3 days OSS - possible expulsion
Running in the Halls	1. Verbal Warning 2. 1 hr lunch detention 3. 1 hr after school 4. 2 hrs after school 5. Saturday Detention
**Sexual Harassment/Sexual Offenses	1. 3 days OSS/law enforcement option 2. 5 days OSS/law enforcement option 3. 10 days OSS/ law enforcement option-possible expulsion
Shop Misconduct (minor)	1. 3 days suspension from shop 2. 3-5 days suspension from shop 3. 10 days suspension from shop 4. Minimum 30 shop day suspension
Shop Misconduct (major)	At the discretion of the Administration
*Stealing/Theft	1. 1 day OSS/possible refer to SRO/restitution 2. 3-5 days OSS/ possible refer to SRO/restitution 3. 5-10 days OSS/possible refer to SRO-restitution-possible expulsion
*Vandalism	1. 1 Day OSS - restitution 2. 3 days OSS - restitution 3. 3-5 days OSS- restitution - possible expulsion
*Weapons-any device used to harm others or self that does not meet state requirements for mandatory expulsion	1. Conference - 1 day OSS 2. 3-5 days OSS 3. 5-10 days OSS - possible expulsion
*Weapons-dangerous weapons-as used in this policy" dangerous weapon" means: 1. A firearm whether loaded or unloaded 2. A fixed blade knife that measures longer than 3 inches in length or a non-fixed knife with a blade longer than 3 and 1/2 inches. 3. Any object, device, instrument or substance used to inflict bodily injury	10 days OSS – law enforcement notification - possible expulsion
<p>* Offenses that may require law enforcement to be called</p> <p>** Offenses that may require referrals for counseling intervention</p> <p>Administration may deviate from this matrix at their discretion</p> <p>All infractions accrued throughout the school year except attendance violations which are accrued per quarter.</p>	