

AHSTW Intermediate School

Positive Behavioral Interventions & Supports



2024-2025 Handbook

Electronic Devices

Cell Phone
iPod
Smart Watch

1st Time: Discussion with the student, phone is confiscated and returned to student at the end of the day. - **no referral issued**. A warning will be given that any future infractions will result in confiscation of phone for the day with guardian(s) pick up.

2nd Time: Confiscation of phone, turn in to front office, guardian(s) call and returned to guardian(s) or serve 1 after school, 30 min.detention for student retrieval - **minor referral issued**

3rd Time: Confiscate and turn phone into office, guardian(s) contact by student, student turn phone into office for designated length of days - **major referral**

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Technology Violation

Go Guardian or Gaggle Alerts
Gaming
Off-Task on Chromebook
Inappropriate searches, pictures, etc.

1st Time: Discussion with the student. Placed on the “restricted students” server for one week - **no referral issued**

2nd Time: Student calls guardian(s), minimum of 2 lunch detentions. Placed on the “restricted students” server for two weeks - **minor referral issued**

3rd Time: Meeting with student, guardian(s), & Mr. Smith, One day of ISS, Placed on the “restricted students” server indefinitely - **major referral**



Dress Code Violation

1st Time: Call home and have an adult bring appropriate change of clothing or visit lost and found. -warning/no referral

2nd Time: Call home and have an adult bring appropriate change of clothing or visit lost and found, and 1 detention. - minor referral issued

3rd Time: Call home and have an adult bring appropriate change of clothing, and ½ day in-school suspension. - major referral



Skipping Class or eloping from class (leaving class) without permission

1st Time: 30 minute after school detention,
student calls home, **minor referral**

2nd Time: 2 - 30 min after school detentions, and
student calls guardian(s), **major referral**

3rd Time: ½ day in-school suspension, and
guardian(s) meeting



Unexcused Tardies to class

1st Time: Conversation with student and warning for any future issues

2nd Time: Student or teacher calls guardian(s), 1 detention issued

3rd Time:

- 3 tardies=minor referral
- 3 minor referrals=major referral
- Student/teacher calls guardian(s), 2 hour detention , possible SAT team recommendation filed)



Inappropriate physical activity; play fighting, horseplay, etc.

1st Time: Discussion with student/students involved, warning of 2nd offense consequences

2nd Time: 2 lunch detentions, student calls home, minor or major referral, depending on severity, injury, etc.

3rd Time: TBD based on incident), student calls guardian(s), mediation/counseling with school counselor or interventionist



Public Display of Affection

(Hand holding, kissing, intimate hugging, touching, etc.)

1st Time: Discussion with student/students involved, warning of 2nd offense consequences

2nd Time: 2 lunch detentions, student calls home, minor or major referral, depending on severity, location, specifics of the act, etc.

3rd Time: 1/2 Day ISS (minimum) or TBD based on incident), student calls guardian(s), mediation/counseling with school counselor or interventionist



Facility Neglect/Abuse

(Minor offenses of not taking
care of the building, litter,
etc.)

1st Time: Discussion with student/students involved, warning of 2nd offense consequences

2nd Time: 2 lunch detentions, student calls home, minor or major referral, depending on severity, injury, etc.

3rd Time: TBD based on incident), student calls guardian(s), mediation/counseling with school counselor or interventionist



Disruption- Minor

(blurting, out of seat without permission, nonverbal distractions, etc.)

1st Time: Private discussion between student and staff member, warning of 2nd offense consequences

2nd Time: 1 detention, and student calls guardian(s) from outside of classroom or office - (minor referral)

3rd Time: 3 detentions, and student calls guardian(s) from outside of classroom or office (major referral). Each additional disruptions to learning will be a major referral, call home and 1/2 day ISS w/ referral to SAT Team



Willful Defiance (attitude/disrespect)

1st Time: 1st step: Private redirection discussion with the student if behavior permits.
(return to learning if possible)

If escalated beyond discussion: 2nd step: student states they need to go cool off and leaves
(contact office/counselor/admin) - referral based on incident and written by teacher (none, time out,
detention, minor, or major)

3rd Step...student leaves room in rage unexcused -contact office/counselor/admin (major referral
written by teacher) - consequence based on incident & determined by admin - detention, ISS, OSS (See
elopement)

2nd Time: A...Private redirection, discussion with the student if behavior permits. (return to
learning if possible) -inform of 2nd offense and issue detention - minor referral

If escalated beyond discussion:

B...student states they need to go cool off and leaves (contact office/counselor/admin) - referral based
on 2nd incident and written by teacher (minor, or major)-consequence TBD

C...student leaves room in rage unexcused -contact office/counselor/admin (2nd major referral written
by teacher) - consequence based on incident & determined by admin - ISS, OSS (See elopement)

3rd Time: A...Private redirection discussion with the student if behavior permits. (return to
learning if possible) -inform of 3rd offense/conversation and issue major referral

If escalated beyond discussion:

B...student states they need to go cool off and leaves (contact office/counselor/admin) - referral based
on 3rd incident and written by teacher (major)-w/consequence TBD - teacher referral to the SAT
process

C...student leaves room in rage unexcused -contact office/counselor/admin (3rd major referral written
by teacher) - consequence based on incident & determined by admin - ISS, OSS, (See elopement)
mediation/counseling with school counselor or interventionist
-Teacher referral to SAT process

Cheating/Lying Plagiarism/AI

1st Time: Teacher discussion with student & guardian(s), allowance to redo assignment in presence of supervision, major or minor referral depending on severity/intent

2nd Time: ½ day ISS to redo assignment for 50% credit, student calls to inform guardian(s)/adult, major referral

3rd Time: Zero on assignment, Full day ISS with requirement of completing the assignment, student calls to inform guardian(s)/adult (or allowance to redo the assignment in presence of ISS supervision or student choice of taking a zero.



Failure to serve detention

1st Time: Detentions missed will double, and student calls guardian(s).

2nd Time: ½ day in-school suspension, and the student calls guardian(s).

3rd Time: 1 day in-school suspension, and the student calls guardian(s).



Profanity (non-direct or directed at a student)

1st Time: Discussion, student calls to inform guardian(s) of vocabulary/incident. Student also informed about 2nd offense consequences)

2nd Time: Detention , student calls to inform guardian(s) of vocabulary/incident. **(minor referral)**

3rd Time: ½ day ISS, call home **(major referral)**

- Additional incidents will be 1 day ISS and consult to the SAT Team for further interventions/support, mediation/counseling with school counselor or interventionist



Profanity (directed at staff)

1st Time: Student/teacher/admin calls to inform guardian(s) of vocabulary/incident, ½ day ISS (major referral)

2nd Time: Student/teacher/admin calls to inform guardian(s) of vocabulary/incident, 1 day ISS (major referral) - Referral to SAT Team

3rd Time: Student/teacher/admin calls to inform guardian(s) of vocabulary/incident, OSS, consult to the SAT Team for further interventions/support/next steps, mediation/counseling with school counselor or interventionist



Hostile Behavior

Abusing, Insulting,
Menacing, Threatening,
Etc.

Additional punitive action may take place
after Level 1 bullying policy investigation.

1st Time: ½ day in-school suspension, student calls guardian(s), possible police contact.

Discussion with parties involved, possibilities (student groups, counselor, teacher, admin, staff, guardian(s)) - Work toward resolution to issue and steps/consequence moving forward

2nd Time: 1 day in-school suspension, student calls guardian(s), possible police contact.

Level 1 bullying policy investigation if continued to same person/group after violation 1 resolution process - Communication with all parties involved, admin determination of consequence w/ possibilities of detention, minor, major, ISS/OSS, possible police contact (principal or counselor will put in referral) - teacher may be requested to put in SAT form

3rd Time: 2 days suspension from school, student calls guardian(s), possible police contact.

Communication with all parties involved, revisit bullying policy and next step consequences based on policy. SAT form mandatory if not already in place. Admin determination of consequence w/ possibilities of multiple ISS/OSS, possible police contact, potential expulsion or additional placement for safety of others involved (principal or counselor will put in referral/documentation)

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Disruption- Major

(any action that stops the teaching and learning process, requiring immediate administrative assistance or 4+ instances of minor disruption)

1st Time: ½ day in-school suspension, student calls guardian(s), possible police contact.

Refer to Hostile behavior consequences above.

2nd Time: 1 day in-school suspension, student calls guardian(s), possible police contact.

Refer to Hostile behavior consequences above.

3rd Time: 2 days suspension from school, student calls guardian(s), possible police contact.

Refer to Hostile behavior consequences above.

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Racial, Ethnic, Religious, Gender, Sexual Orientation remarks that harass or intimidate

**Additional punitive action may take
place after level 1 bullying policy
investigation.**

1st Time: ½ day in-school suspension, student calls guardian(s), possible police contact.

Refer to Hostile behavior consequences above.

2nd Time: 1 day in-school suspension, student calls guardian(s), possible police contact.

Refer to Hostile behavior consequences above.

3rd Time: 2 days suspension from school, student calls guardian(s), possible police contact.

Refer to Hostile behavior consequences above.

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Violation of bullying/ harassment policy not otherwise addressed

1st Time: ½ day in-school suspension, student calls guardian(s), possible police contact.

Refer to Hostile behavior consequences above.

2nd Time: 1 day in-school suspension, student calls guardian(s), possible police contact.

Refer to Hostile behavior consequences above.

3rd Time: 2 days suspension from school, student calls guardian(s), possible police contact.

Refer to Hostile behavior consequences above.

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Obscene act / gesture

1st Time: ½ day in-school suspension, student calls guardian(s), possible police contact.

Refer to Hostile behavior consequences above.

2nd Time: 1 day in-school suspension, student calls guardian(s), possible police contact.

Refer to Hostile behavior consequences above.

3rd Time: 2 days suspension from school, student calls guardian(s), possible police contact.

Refer to Hostile behavior consequences above.

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Fighting - provoking, causing a fight

Additional punitive action may take place after level 1 bullying policy investigation.

1st Time: ½ day in-school suspension, student calls guardian(s), possible police contact.

Refer to Hostile behavior consequences above.

2nd Time: 1 day in-school suspension, student calls guardian(s), possible police contact.

Refer to Hostile behavior consequences above.

3rd Time: 2 days suspension from school, student calls guardian(s), possible police contact.

Refer to Hostile behavior consequences above.

Destruction of school or private property / vandalism

1st Time: Student/grown ups will replace or pay for property, 1-3 detentions, possible police contact. (minor/major referral based on incident)

2nd Time: Student/grown ups will replace or pay for property, ½ day in-school suspension, possible police contact. (major referral)

3rd Time: Student/grown ups will replace or pay for property, 2 days suspension from school, possible police contact. (major referral)

Theft of school or private property. Extortion

Additional punitive action may take place after level 1 bullying policy investigation.

1st Time: Student/grown ups will replace or pay for property, 1 day in-school suspension, possible police contact.
(minor/major referral based on incident)

2nd Time: Student/grown ups will replace or pay for property, 2 days in-school suspension, possible police contact.
(major referral)

3rd Time: Student/grown ups will replace or pay for property, 3 days suspension from school, possible police contact, student discipline hearing with superintendent **(major referral)**

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Tobacco Products; cigarettes; e-cigarettes; vape products

any component, part, or
accessory for an e-cigarette device

1st Time: 1 day ISS, the student calls guardian(s),
possible police contact. (minor/major referral)

2nd Time: 2 days ISS, student calls guardian(s),
possible police contact. (major referral)

3rd Time: 3 days OSS, guardian(s) called, and letter
sent home, possible police contact. (major referral)

Alcohol/ drug/ intoxicant/ drug paraphernalia

Possession or Use

1st Time: TBD Suspension, pending recommendation of expulsion, police contact.

2nd Time: TBD Suspension, pending recommendation of expulsion, police contact.

3rd Time: TBD Suspension, pending recommendation of expulsion, police contact.



Weapons/Firearms

Including imitation and look-alike items

1st Time: TBD Suspension, pending recommendation of expulsion, police contact. (Complete Behavioral Threat Assessment Form w/ BTA team)

2nd Time: TBD Suspension, pending recommendation of expulsion, police contact. (Follow up on Behavioral Threat Assessment procedures w/ BTA team)

3rd Time: TBD Suspension, pending recommendation of expulsion, police contact. (Continue Behavioral Threat Assessment procedures w/ BTA team)



Intentional fire alarm tampering

Including intentional setting off

1st Time: TBD Suspension, pending recommendation of expulsion, police contact. (Complete Behavioral Threat Assessment Form w/ BTA team)

2nd Time: TBD Suspension, pending recommendation of expulsion, police contact. (Follow up on Behavioral Threat Assessment procedures w/ BTA team)

3rd Time: TBD Suspension, pending recommendation of expulsion, police contact. (Continue Behavioral Threat Assessment procedures w/ BTA team)

Bomb Threat

1st Time: Suspension, pending recommendation of expulsion, police contact. (Complete Behavioral Threat Assessment Form w/ BTA team)

2nd Time: Suspension, pending recommendation of expulsion, police contact. (Follow up on Behavioral Threat Assessment procedures w/ BTA team)

3rd Time: Suspension, pending recommendation of expulsion, police contact. (Follow up on Behavioral Threat Assessment procedures w/ BTA team)



Unlawful harassment, sexual harassment (in person or digital)

At school events, or that
interfere with the
learning environment

1st Time: Suspension, pending recommendation of
expulsion, police contact.

2nd Time: Suspension, pending recommendation of
expulsion, police contact.

3rd Time: Suspension, pending recommendation of
expulsion, police contact.

Students who consistently violate the Viking PRIDE expectations, beyond three infractions, may be reviewed by the Student Assistance Team, referred for counseling or mental health support, assigned extended suspensions, be required to participate in mediation at the building, district, or Board of Education level, face expulsion, and/or other consequences as appropriate.