

## Teacher Managed – Form: Milepost Behavior Incident Report/Refocus Referral

<b>Level 1 – Redirection (Classroom managed)</b> Minor behaviors affect student with min. classroom interference			<b>Level 2 – Correction (Classroom Managed)</b> Behavior interferes with the learning of others Form: Behavior Incident in Milepost		
<b>Behavior Examples</b>	<ul style="list-style-type: none"> <li>Whining</li> <li>Food/drink in class</li> <li>Unprepared</li> <li>Missing/incomplete/late work</li> <li>Tardy</li> <li>Interrupting</li> <li>Speaking without permission</li> <li>Violation of class rules</li> </ul>	<ul style="list-style-type: none"> <li>Sleeping in class</li> <li>Lying</li> <li>Cell phone/Technology</li> <li>Off task</li> <li>Arguing</li> <li>Distracting others</li> <li>Talking out of turn</li> <li>Note passing</li> <li>Yelling</li> <li>Tattling</li> </ul>	<b>Behavior Examples</b>	<ul style="list-style-type: none"> <li>Chronic Level 1 Behaviors</li> <li>Disrespect to adult authority</li> <li>Abusive/Inappropriate Language</li> <li>Property Damage (not intentional)</li> <li>Bus Infraction</li> <li>Verbal Altercation</li> </ul>	<ul style="list-style-type: none"> <li>Inappropriate display of affection</li> <li>Disruptive behavior that interrupts class)</li> <li>Inappropriate physical contact (tripping, shoving, pushing)</li> <li>Violation of school rules</li> </ul>
<b>Consequence Menu</b>	<ul style="list-style-type: none"> <li>Eye contact</li> <li>Proximity</li> <li>Verbal warning</li> <li>Cuing</li> <li>Pre-teaching</li> <li>Pre-correcting</li> </ul>	<ul style="list-style-type: none"> <li>Re-Teach Expectation</li> <li>Redirect</li> <li>Private Conference</li> </ul>	<b>Consequence Menu</b>	<ul style="list-style-type: none"> <li>Seat change</li> <li>Loss of privileges</li> <li>Detention</li> <li>Refocus</li> <li>Parent contact</li> <li>Meeting with teacher(s)</li> </ul>	

## Office Managed – Office Discipline Referral – Form: Milepost Behavior Incident Report

<b>Level 3 – Office Referral (Minor)</b> Behavior affects teaching environment Form: Behavior Incident in Milepost (leave action blank)			<b>Level 4 – Immediate Office Referral (Major)</b> Harmful/Illegal or Chronic Behavior Form: Admin will fill out Behavior Incident in Milepost		
<b>Behavior Examples</b>	<ul style="list-style-type: none"> <li>Chronic Level 1,2 behavior</li> <li>Academic Misconduct (computer, test, plagiarism, cheating)</li> <li>Serious Misbehavior (PDA, insubordination, bullying, harassment, discrimination, racial slurs)</li> </ul>	<ul style="list-style-type: none"> <li>Safety Issue</li> <li>Bus Infraction</li> <li>Attendance Issue (including Truancy)</li> <li>Dress Code</li> </ul>	<b>Behavior Examples</b>	<ul style="list-style-type: none"> <li>Chronic Level 1, 2, 3 behaviors</li> <li>Harmful Behavior (harassment, bullying, de-pantsing, sexting, threatening, fighting, hurting others, stalking)</li> <li>Drug/Alcohol/Inhalant (possession, use, distribution, sale)</li> </ul>	<ul style="list-style-type: none"> <li>Tobacco (possession, use, distribution, sale)</li> <li>Illegal Behaviors (vandalism, weapon possession/use, theft, property destruction, arson, battery, assault, robbery, burglary, disorderly, threatening)</li> <li>Weapon/Explosives</li> </ul>
<b>Consequence Menu</b>	<ul style="list-style-type: none"> <li>Detention</li> <li>ISS</li> <li>Team, parent, admin meeting</li> <li>Behavior contract (BIP)</li> <li>Conference with Admin</li> <li>Bus Suspension</li> </ul>	<ul style="list-style-type: none"> <li>OSS</li> <li>WISE Program</li> <li>SRO referral</li> </ul>	<b>Consequence Menu</b>	<ul style="list-style-type: none"> <li>ISS</li> <li>OSS</li> <li>WISE program</li> <li>Arrest/SRO referral</li> <li>Team, parent, admin meeting</li> <li>Behavior contract (BIP)</li> <li>Expulsion</li> </ul>	

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**Level 1 – Redirection (Classroom managed)**  
 Minor behaviors affect student with min. classroom interference

**Level 2 – Correction (Classroom Managed)**  
 Behavior interferes with the learning of others  
 Form: Behavior Incident in Milepost

<b>Behavior Examples</b>	<ul style="list-style-type: none"> <li>• Whining</li> <li>• Food/drink in class</li> <li>• Unprepared</li> <li>• Missing/incomplete/late work</li> <li>• Tardy</li> <li>• Interrupting</li> <li>• Speaking without permission</li> <li>• Violation of class rules</li> </ul>	<ul style="list-style-type: none"> <li>• Sleeping in class</li> <li>• Lying</li> <li>• Cell phone/Technology</li> <li>• Off task</li> <li>• Arguing</li> <li>• Distracting others</li> <li>• Talking out of turn</li> <li>• Note passing</li> <li>• Yelling</li> <li>• Tattling</li> </ul>	<b>Behavior Examples</b>	<ul style="list-style-type: none"> <li>• Chronic Level 1 Behaviors</li> <li>• Disrespect to adult authority</li> <li>• Abusive/Inappropriate Language</li> <li>• Property Damage (not intentional)</li> <li>• Bus Infraction</li> <li>• Verbal Altercation</li> </ul>	<ul style="list-style-type: none"> <li>• Inappropriate display of affection</li> <li>• Disruptive behavior that interrupts class)</li> <li>• Inappropriate physical contact (tripping, shoving, pushing)</li> <li>• Violation of school rules</li> </ul>
<b>Consequence Menu</b>	<ul style="list-style-type: none"> <li>• Eye contact</li> <li>• Proximity</li> <li>• Verbal warning</li> <li>• Cuing</li> <li>• Pre-teaching</li> <li>• Pre-correcting</li> </ul>	<ul style="list-style-type: none"> <li>• Re-Teach Expectation</li> <li>• Redirect</li> <li>• Private Conference</li> </ul>	<b>Consequence Menu</b>	<ul style="list-style-type: none"> <li>• Seat change</li> <li>• Loss of privileges</li> <li>• Detention</li> <li>• Refocus</li> <li>• Parent contact</li> <li>• Meeting with teacher(s)</li> </ul>	

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**Level 3 – Office Referral (Minor)**  
 Behavior affects teaching environment  
 Form: Behavior Incident in Milepost (leave action blank)

**Level 4 – Immediate Office Referral (Major)**  
 Harmful/Illegal or Chronic Behavior  
 Form: Admin will fill out Behavior Incident in Milepost

<b>Behavior Examples</b>	<ul style="list-style-type: none"> <li>• Chronic Level 1,2 behavior</li> <li>• Academic Misconduct (computer, test, plagiarism, cheating)</li> <li>• Serious Misbehavior (PDA, insubordination, bullying, harassment, discrimination, racial slurs)</li> </ul>	<ul style="list-style-type: none"> <li>• Safety Issue</li> <li>• Bus Infraction</li> <li>• Attendance Issue (including Truancy)</li> <li>• Dress Code</li> </ul>	<b>Behavior Examples</b>	<ul style="list-style-type: none"> <li>• Chronic Level 1, 2, 3 behaviors</li> <li>• Harmful Behavior (harassment, bullying, de-pantsing, sexting, threatening, fighting, hurting others, stalking)</li> <li>• Drug/Alcohol/Inhalant (possession, use, distribution, sale)</li> </ul>	<ul style="list-style-type: none"> <li>• Tobacco (possession, use, distribution, sale)</li> <li>• Illegal Behaviors (vandalism, weapon possession/use, theft, property destruction, arson, battery, assault, robbery, burglary, disorderly, threatening)</li> <li>• Weapon/Explosives</li> </ul>
<b>Consequence Menu</b>	<ul style="list-style-type: none"> <li>• Detention</li> <li>• ISS</li> <li>• Team, parent, admin meeting</li> <li>• Behavior contract (BIP)</li> <li>• Conference with Admin</li> <li>• Bus Suspension</li> </ul>	<ul style="list-style-type: none"> <li>• OSS</li> <li>• WISE Program</li> <li>• SRO referral</li> </ul>	<b>Consequence Menu</b>	<ul style="list-style-type: none"> <li>• ISS</li> <li>• OSS</li> <li>• WISE program</li> <li>• Arrest/SRO referral</li> <li>• Team, parent, admin meeting</li> <li>• Behavior contract (BIP)</li> <li>• Expulsion</li> </ul>	

***Low-Profile Interventions that Work***—Reacting to situations in an emotional way often escalates minimal problems into full-blown conflicts. Make it a goal to use pro-active strategies for classroom management.

- ***Use non-verbal cues to re-direct students' attention***—Hand signals, flipping the lights, clapping twice or other creative techniques are effective ways to focus students' attention.
- ***Monitoring***—Circulate around the room frequently to make sure students are on task. The use of proximity control is very effective in reducing off-task behaviors.
- ***Eye Contact and Name Dropping***—Oftentimes, making eye contact or naturally weaving a student's name into your dialogue will stop unwanted behaviors. For example: "Notice, Josh, that the map key includes a scale of miles."
- ***Use "I-messages"***—Tell students what you expect from them, not what they should do. Begin directives with the word "I", not "You". For example: "I need for you to write your name on your paper and face the front of the room." Then, pause and wait for the desired behavior to occur.
- ***New Seating Chart***—Sometimes just a seat change will make a big difference in the on-task behavior of classrooms.
- ***Use of Humor***—Addressing your concerns while avoiding conflict is often achieved through the use of humor.
- ***Ignore Attention Seeking Behaviors***—Silly comments or other actions are sometimes best ignored.
- ***Distracting or Changing the Subject***—Asking a question or giving a student a special task may deflect undesired behaviors.
- ***Parent Contact***—Communicating with parents regularly is a good way to enlist their support and minimize behavior problems with individual students.