

Townsend Junior High Behavior Management Flowchart



Review School /Class Expectations



Observe & Identify Problem Behavior



Verbal Warning



Self-Check Form

Teacher Managed
(Students remain in class)



Determine: Is the behavior Teacher or Admin Managed?



Admin Managed

Minor Incident

#1 - #3

- Address the student's behavior
- Explain how behavior did not meet expectation
- Clarify and reteach expected behavior
- Use and note "Other Means of Correction"
- Tier 1 Intervention
- Complete Student Incident Log (online)
- **Document incident**
 - Include teacher's name and date of incident
 - Describe incident
 - Include corrective measures taken
 - Make and note contact with parent/guardian



Incident #4 Minor Incident

- Same process as above
- Complete Minor Incident Referral Form
- Admin will follow-up with teacher
- **Consider submitting a Request for Support Form with MTSS-B Counselor.**

Teacher Managed

Computer Misuse
Disrespect
Gum Chewing
Horseplay
Throwing Trash/Food
Inappropriate Language
Lack of Preparedness
Non-Compliance
Physical Contact
Property Misuse
Tardiness

Office Managed

Cell Phone/Earbuds
Dress Code

Admin Managed

Abusive Language
Academic Dishonesty
Chronic Defiance /Repetitive Minor Infractions
Fighting or Physical Aggression
Harassment/Bullying
Possession/Use of drugs
Possession/Use of weapons
Property Damage
Racial/Sexual Harassment
Serious Technology Violation (disabling safeguards, hacking, offensive content, etc.)
Theft/Forgery/Plagiarism

Restorative Practices

- Counsel, Reteach, and Reflect
- Informal Restorative Practices
- Conflict/Peer Mediation
- MTSS-B Counseling

Major Incident #1

- Teacher to submit Office Referral Form.
- Student sent to the office
- Admin counsels student & assigns consequence (Document in Aeries)
- Teacher AND admin to contact parent



Major Incident # 2

- Teacher to submit Office Referral Form
- Student sent to the office
- Admin counsels student & assigns consequence (Document in Aeries)
- Teacher AND admin to contact parent
- Admin sets up & holds parent/teacher/admin meeting



Major Incident # 3

- Same process as above
- Progressive Discipline
- Referral to Tier II Intervention