



J.G. Johnson Elementary

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Mr. Dale A. Norton, Superintendent
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SECTION I **PLAN OF PROGRESSIVE DISCIPLINE**

[NRS 392.4644 and 392.463]
JG Johnson Elementary

Description of school's progressive discipline plan:

- JG Johnson Elementary School uses an instructional framework to create a positive atmosphere and school culture while maintaining a well-controlled environment and appropriate discipline. The instructional framework integrates schoolwide instructional and cultural goals.
- Teachers and staff teach kids appropriate procedures in all areas of the school, including classroom procedures like how to raise a hand and go to the restroom, as well as behaviors and expectations in the computer lab, cafeteria, and playground.
- Teachers redirect students first with a kind restatement of the expected behavior, and then if necessary by having a student fill out a refocus form.
- The refocus form is the first step in progressive discipline. It asks students to explain the problem behavior, the impact of the problem behavior, and an alternative for the problem behavior. Teachers keep these forms as documentation of student behaviors, but also discuss the form and the behavior with students at an appropriate time.
- Students who do not respond to refocusing and continue inappropriate behavior, are blatantly insubordinate, or receive several refocus forms over a week or month will receive a phone call home from the teacher. Teachers have the option of requesting a parent conference that would include the principal and/or the school counselor.
- When inappropriate behavior continues despite interventions such as visits with the counselor or principal, parent phone calls, and a parent conference, students can be suspended for 3, 5, or 9 days progressively.
- Upon the 5th suspension, students will be processed for alternative education under the Habitual Disciplinary Problem procedures.

In summary the Johnson progressive disciplinary plan is as follows:

- Teacher redirection
 - Student refocus form with teacher conference
 - Parent notification of behaviors
 - Referral for official conference
 - Parent conference with Principal and/or Counselor
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- Possible one day alternative placement – reflection period
- Each successive referral
 - Alternative Placement: possible 3 day suspension
 - Alternative Placement: possible 5 day suspension
 - Alternative Placement: possible 9 day suspension
 - Upon 5th annual suspension: Habitual Disciplinary Problem removal

Other Administrative Procedures:

- An Office Referral will be given immediately for major infractions such as fist fights or any fights that cause bleeding, criminal offenses (e.g., false fire alarm, physical assault), major destruction of school property (e.g., broken window), threatening students or staff (teacher/aide hears or witnesses), racial or sexual slurs (teacher/aide hears or witnesses), weapon possession, and other actions as outlined in the Nye County School District Student Handbook.
- For ALL Office Referrals, an alternative placement may be considered as outlined in NRS 392.4645. If student is removed from the classroom, the parent/guardian must be notified within 24 hours and a meeting with the student, parent/guardian, teacher, and principal must occur within three (3) days.
- Office Referrals with mandatory suspension per the Parent/Student Handbook supersede the progressive steps.

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- Prepared with input and participation of teachers, other education personnel, support personnel employed at school and parents. List of participants on file with school.

SECTION II
TEMPORARY REMOVAL OF PUPIL FROM CLASSROOM
[NRS 392.4645]

A pupil may be temporarily removed from a classroom if in the judgment of the teacher, a pupil has engaged in behavior that seriously interferes with the ability of the teacher to teach other pupils in the classroom and with the ability of the other pupils to learn.

Upon removal of a pupil from a classroom pursuant to NRS 392.4645, the principal of the school shall provide an explanation of the reason for the removal of the pupil to the pupil and offer the pupil an opportunity to respond to the explanation. Within 24 hours after the removal of a pupil pursuant to this section, the principal of the school shall notify the parent or legal guardian of the pupil of the removal.

The principal will ensure that a pupil who is removed from a classroom and assigned to a temporary alternative placement:

1. Is separated, to the extent practicable, from pupils who are not assigned to a temporary alternative placement;
2. Studies under the supervision of appropriate personnel of the school district; and
3. Is prohibited from engaging in any extracurricular activity sponsored by the school.

Procedures For Temporary Removal From Classroom [NRS 392.4646]

According to NRS 392.4646:

1. Except as otherwise provided in this section, not later than 3 school days after a pupil is removed from a classroom pursuant to NRS 392.4645, a conference must be held with:
 - a. The pupil;
 - b. A parent or legal guardian of the pupil;
 - c. The principal of the school; and
 - d. The teacher who removed the pupil.

The principal shall give an oral or written notice of the conference, as appropriate, to each person who is required to participate.

2. After receipt of the notice required pursuant to subsection 1, the parent or legal guardian of the pupil may, not later than 3 school days after the removal of the pupil, request that the date of the conference be postponed. The principal shall accommodate such a request. If the date of the conference is postponed pursuant to this subsection, the principal shall send written notice to the parent or legal guardian confirming that the conference has been postponed at the request of the parent or legal guardian.
3. If a parent or legal guardian of a pupil refuses to attend a conference, the principal of the school shall send a written notice to the parent or legal guardian confirming that the parent or legal guardian has waived the right to a conference provided by this section and authorized the principal to recommend the placement of the pupil pursuant to subsection 6.
4. Except as otherwise provided in this subsection, a pupil must not return to the classroom from which he was removed before the conference is held. If the conference is not held within 3 school days after the removal of the pupil, the pupil must be allowed to return to the classroom unless:
 - a. The parent or legal guardian of the pupil refuses to attend the conference;
 - b. The failure to hold a conference is attributed to the action or inaction of the pupil or the parent or legal guardian of the pupil; or
 - c. The parent or legal guardian requested that the date of the conference be postponed.
5. During the conference, the teacher who removed the pupil from the classroom or the principal shall provide the pupil and his parent or legal guardian with an explanation of the reason for the removal of the pupil from the classroom. The pupil and his parent or legal guardian must be granted an opportunity to respond to the explanation of the pupil's behavior and to indicate whether the removal of the pupil from the classroom was appropriate in their opinion based upon the behavior of the pupil.
6. Upon conclusion of the conference or, if a conference is not held pursuant to subsection 3 not later than 3 school days after the removal of a pupil from a classroom, the principal shall recommend whether to return the pupil to the classroom or continue the temporary alternative placement of the pupil.

SECTION III
ON SITE REVIEW OF DISCIPLINARY DECISIONS
[NRS 392.4644 and NRS 392.4647]

A committee consisting of the principals, two teachers and one teacher alternate has been established to review temporary alternative placement of students.

The two teachers serving as regular members of the committee, in addition to one alternate teacher member, are selected by the majority of the teachers employed at the school.

If a pupil is removed from the classroom pursuant to NRS 392.4645 by a teacher who is a member of the review committee, the alternate member shall serve on the committee for that review.

SECTION IV
ANNUAL REVIEW AND/OR REVISION
[NRS 392.4644]

The Plan of Progressive Discipline for JG Johnson Elementary was reviewed and/or revised on September 12, 2016. This process was undertaken with input and participation of teachers, other educational and support personnel employed at the school and parents/guardians of pupils enrolled in the school.

SECTION V
POSTING AND AVAILABILITY OF PLAN
[NRS 392.4644]

The Plan of Progressive Discipline is posted on the principal's bulletin board and is also available for public inspection in the administrative office of the school.