

# Dassa McKinney Elementary School

## School Wide Discipline Form

Student(s) \_\_\_\_\_ Referring Staff \_\_\_\_\_ Homeroom \_\_\_\_\_ Date/Time \_\_\_\_\_

### Location

____ Bathroom/Restroom	____ Gym	____ Playground/Ball Field/Parking Lot
____ Loading/Unloading Zone	____ Hallway	____ Library
____ Cafeteria	____ Classroom	____ Office
____ Bus	____ Other _____	

### Report of Incident:

### Possible Motivation

____ Avoid Adult	____ Avoid Tasks/Activities	____ Obtain Adult Attention
____ Avoid Peer(s)	____ Obtain Items/Activities	____ Obtain Peer Attention

### Others Involved

____ Bus Driver	____ Peers	____ Teacher/Substitute Teacher
____ Staff	____ None	____ Other _____

### Problem Behaviors (to be completed by the Administrator)

#### MINOR

\_\_\_\_ Disrespect  
\_\_\_\_ Disruption  
\_\_\_\_ Inappropriate Language  
\_\_\_\_ Property Misuse  
\_\_\_\_ Technology Violation/Bark Alert  
\_\_\_\_ Dress Code Violation  
\_\_\_\_ Physical Contact (Touching)  
\_\_\_\_ Technology Violation  
\_\_\_\_ Incomplete Homework/Work

#### MAJOR

\_\_\_\_ Abusive/Inapp/Profane Lang.  
\_\_\_\_ Out of Assigned Area  
\_\_\_\_ Technology Violation/Bark Alert  
\_\_\_\_ Defiance/Insubordination  
\_\_\_\_ Disruption/Disrespect  
\_\_\_\_ Property Damage  
\_\_\_\_ Lying/Cheating  
\_\_\_\_ Physical Contact/Aggression  
\_\_\_\_ Forgery/Stealing/Plagiarism  
\_\_\_\_ Pattern of Dress Code Violations  
\_\_\_\_ Incomplete Homework/Work Pattern

#### STATE REPORTABLE

\_\_\_\_ Threat Towards Peer/Staff  
\_\_\_\_ Fighting  
\_\_\_\_ Drugs/Alcohol/Tobacco  
\_\_\_\_ Weapons  
\_\_\_\_ Bullying  
\_\_\_\_ Bomb Threat  
\_\_\_\_ Assault  
\_\_\_\_ Other Forms of Harassment  
\_\_\_\_ Theft

### Administrative Decision

____ Conference With Student	____ Lunch Detention	____ Referred to Guidance/ _____
____ Parent Contact	____ Loss of Privilege/Recess	____ Restitution
____ Conflict Resolution	____ Bus Suspension	____ Law Enforcement Contacted
____ Behavior Log/Apology Note	____ Detention Date(s) _____	____ Other _____
____ Out of School Suspension - # of Days _____		____ In School Suspension - # of Days _____

### Due Process Questions for Student:

1. Do you understand why you are referred to the office?	Yes	No
2. Can you tell me what you were supposed to be doing?	Yes	No

### Questions for Principal to consider:

3. Is there a pattern to this type of inappropriate behavior?	Yes	No
4. Does this student have a current IEP or 504 plan?	Yes	No
5. If so, will this cause the student to exceed 10 consecutive or 15 cumulative days of suspension?	Yes	No
6. If the answer to number 4 and 5 are yes, refer to the Special Education Director.		

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Administrator Signature

\_\_\_\_\_  
Date

Revised August 2025