**K – 12 District Minor/Major Matrix**

*This document represents definitions and descriptions of behaviors that would require a documented Minor or Major Referral. Infinite Campus codes used for the documentation of these behaviors are also listed.*

*Behaviors defined and described under the Major (office-managed) column are behaviors that are to be dealt with (including the choosing and delivering of consequences) by administrative staff, and documented with a Major Referral in Infinite Campus.*

*Behaviors defined and described under the Minor (classroom-managed) column are behaviors that are to be dealt with (including the choosing and delivering of consequences) by the classroom teacher or any classroom support-staff, including Behavior Intervention Specialists, and documented with a Minor Referral in Infinite Campus.*

*Behaviors that are minor in nature and are not listed on this document are to be dealt with by the classroom teacher and do not require documentation on Infinite Campus.*

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| **Minor (classroom-managed)** | **Major (office-managed)** |
| IC Code - Mi - Inappropriate Language | IC Code - Ma - Abusive Language/Inappropriate Language/Profanity/Verbal Argument |
| After general classroom management plan...   * Repeated use of inappropriate words * Continuous use of verbal and/or non-verbal profanity * Inciting a fight verbally | * Intentional profanity directed towards another * Inappropriate words, sexual terms or innuendo, offensive terms |
|  | IC Code - Ma - Alcohol - Sale/Distribution/Use/Possession of |
|  | * Using/Possessing/Selling alcohol or look- alike on school/school grounds/school event * Disruptive behavior while under the influence of alcohol |
|  | IC Code - Ma - Arson/Attempted Arson |
|  | * Intentionally starting or attempting to start a fire |
|  | IC Code - Ma - Bomb Threat/False Alarm/False 911 Call |
|  | * Bomb threat * False alarm – including pulling fire alarm * False 911 call or text |
|  | IC Code - Ma - Burglary |
|  | * Taking property belonging to the school or an individual after forcibly entering into a building or restricted area within the building |
| IC Code - Mi - Bus Violation | IC Code - Ma - Bus Violation |
| * Minor disruption to the bus environment * Being disrespectful to adults or students * Being irresponsible with property or equipment | * Standing while the bus is in motion * Fighting * Yelling * Behaviors distracting to the bus driver * Any other unsafe behavior |
| IC Code - Mi - Defiance/Disrespect/Insubordination/Non-Compliance | IC Code - Ma - Defiance/Disrespect/Insubordination/  Non-Compliance |
| After general classroom management plan...   * Passive or verbal refusal to comply to adult request | * Student requires removal from situation by an adult/ has created an unsafe or dangerous situation for self and others * Student requires removal from situation due to negatively impacting learning * Threatening or engaging in an unsafe action (i.e. jumping from a window, putting fist through glass) |
| IC Code - Mi - Dress Code Violation | IC Code - Ma - Dress Code Violation |
| After general classroom management plan…   * Repeated refusal to follow the district dress code (secondary only) | * After five Minor offenses, absolute refusal to follow the district dress code (secondary only) |
|  | IC Code - Ma - Drugs - Sale/Distribution/Use/Possession of |
|  | * Use/Possessing/Selling drug, drug paraphernalia or look- alike on school/school grounds/school event * Disruptive behavior while under the influence of drugs |
|  | IC Code - Extortion |
|  | * Forcibly making another give you money or other valuable objects by threat of physical harm |
|  | IC Code - Ma - Fighting/Physical Assault |
|  | Multiple individuals/MUTUAL:   * Pushing to the ground with injury * Punching, Hitting, Kicking, biting, hair pulling, spitting (purposeful and/or injury) * Initiating a fight   OR:   * Premeditated assault * Assault that leaves a mark or injury * Pursuing and attacking one individual who clearly and demonstrably tries to avoid physical confrontation |
|  | IC Code - Ma - Forgery/Theft |
|  | * Larceny/theft * Falsifying signatures |
|  | IC Code - Ma - Gambling |
|  | * Playing a game of chance or game of skill for money or something of material value |
|  | IC Code - Ma - Gang Affiliation Display |
|  | * Display of gang related symbols, signals, signs, hand signs, tattoos, clothing, or wearing of “colors” |
|  | IC Code - Ma - Harassment/Bullying FOUNDED |
|  | * Direct verbal or physical threat toward personal safety (i.e. threatening to kill, beat or shoot someone) * Organized Laughing /pointing/mocking /Spreading rumors/ Name calling someone else toward specific victims * Ostracism, purposeful and organized emotional or social exclusion * Inappropriate touching * Sexual Comments: written or spoken or pantomimed * Actions that meet offense criteria of District Policy on Bullying and Harassment * Serious threats to fight or “get someone” after school   \*(Must be investigated by building Bullying investigation team and victim must be tied to the referral) |
|  | IC Code - Ma - Inappropriate Location/Out of Bounds Area |
|  | * Leaving building without permission * Hiding in the building * Purposefully running from adults in multiple areas of the building and requiring more than one staff member to locate and return to class or office |
|  | IC Code - Ma - Intimidation |
|  | * Threatening, pressuring, or coercing to inflict harm with the apparent ability to carry it out |
|  | IC Code - Ma - Indecent Exposure |
|  | * Exposing private body parts * Exposing other’s private body parts |
| IC Code - Mi - Lying/Cheating | IC Code - Ma - Lying/Cheating |
| After general classroom management plan…   * Repeated cheating on classroom exams/assignments * Refusing to return a borrowed item | * Lying when it involves someone's personal safety, stolen items, or property damage * Plagiarizing |
|  | IC Code - Ma - Molesting |
|  | * Taking physical liberties from another person |
| IC Code - Mi - Other Behavior | IC Code - Ma - Other Behavior |
| * Administrative use only | * Administrative use only |
| IC Code - Mi - Physical Aggression | IC Code - Ma - Physical Aggression |
| After general classroom management plan...  One-sided/NOT mutually engaging in repeated:   * Shoving/Pushing/bumping (no marks or injury and playful in nature) * Swinging (full extension swing with no contact) | One-sided/NOT mutual:   * Threatening gesture with dangerous object (i.e. a bat, large stick, rock ) * Slapping as a reaction * Shoving/Pushing/bumping (purposeful or in hurtful manner) * Hitting/Punching/Slapping * Throwing a dangerous object at someone (i.e. scissors, chairs, …) * Kicking, biting, hair  pulling, spitting (purposeful with injury) |
|  | IC Code - Ma - Possession of Stolen Property |
|  | * Having property that is stolen |
| IC Code - Mi - Property Misuse/Damage/Vandalism | IC Code - Ma - Property Misuse/Damage/Vandalism |
| After general classroom management plan...   * Misusing others property * Misusing school property for other than its intended use | * Purposely going to the bathroom on the floor or in an inappropriate area * Putting holes in the wall * Intentionally breaking desks or chairs * Vandalism (plugging toilets w/ paper towels, writing on walls, destroying property) * Graffiti * Destroying property |
|  | IC Code - Racial Slurs/Overt Bigotry/Intolerance |
|  | * Any negative racial, ethnic, or religious comment written or spoken, directed toward another person with the intent of causing embarrassment, fear, or anger * Hate crimes |
| IC Code - Mi - Tardy | IC Code - Ma - Tardy |
| After general classroom management plan...   * Being late to class (secondary only) | * Administrative use only |
| IC Code – Mi - Teasing |  |
| After general classroom management plan…   * Threating gesture (showing a fist) * Laughing/pointing/mocking/spreading rumors * Intentionally embarrassing someone through comments or actions * Exclusions from group * Peeking in bathroom stall, watching someone at the urinal |  |
| IC Code - Mi - Technology Violation (include cell phones) | IC Code - Ma - Technology Violation (including cell phones) |
| After general classroom management plan...   * Inappropriate use of internet (unauthorized websites) | * Unauthorized possession and/or use of district technology * Inappropriate use of internet (including pornographic websites) * Any use of cell phone at the elementary or middle school level * Unauthorized use of cell phone at the high school level |
|  | IC Code - Ma - Unexcused or Excessive Absences |
|  | * Administrative use only |
|  | IC Code - Ma - Use/Possession of Combustibles or Chemical Devices |
|  | * Use/Possessing/Selling combustibles or chemical devices capable of causing bodily harm or property damage or look- alike on school/school grounds/school event |
|  | IC Code - Use/Possession of Tobacco |
|  | * Use/Possessing/Selling tobacco or look- alike (including electronic cigarettes) on school/school grounds/school event * Disruptive behavior while under the influence of tobacco (including electronic cigarettes) |
|  | IC Code - Use/Possession of a Weapon or Dangerous Object (includes look alike or laser devices) |
|  | * Use/Possessing/Selling knives, guns, or other dangerous objects or look- alikes capable of causing bodily harm or property damage on school/school grounds/school event |

**District Incident**: Behaviors that violate district, city, and/or state policy or laws.

**Reported Incident:** Students are the only witnesses to an event, and the event cannot be proven, but it collaborated by other witnesses