

**WVEIS Discipline Reporting &
Management System:
A Critical Component of
Implementing**

***Expected Behaviors in Safe
and Supportive Schools***

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Objectives

1. Describe changes from the former discipline data entry system
2. More importantly, demonstrate the system and get input ...

The Concept

1. Transform the former discipline **Reporting** system to a discipline **Management** system
2. Shift to reporting **Incidents**, then making referrals of **Individuals** involved in those incidents
3. Expand information data **Collection** and **Reporting Capabilities** to be more useful

What is an “Incident?”

An occurrence of inappropriate behavior or behaviors, by one or more individuals, that disrupts the learning environment

- Can involve one or more persons
 - One student cheating on a test
 - Two or more students harassing another student, a teacher, a visitor, ...
- Generally characterized in one of several categories

What are “Incident” Categories?

Increasing Severity

Tardiness and Truancy

- Skipping class

Failure to Obey Rules/Authority

- Cheating

Disrespectful/Inappropriate Conduct

- Inappropriate Language

Legal Concerns

- Fraud/Forgery

Aggressive Conduct

- Battery Against a Student

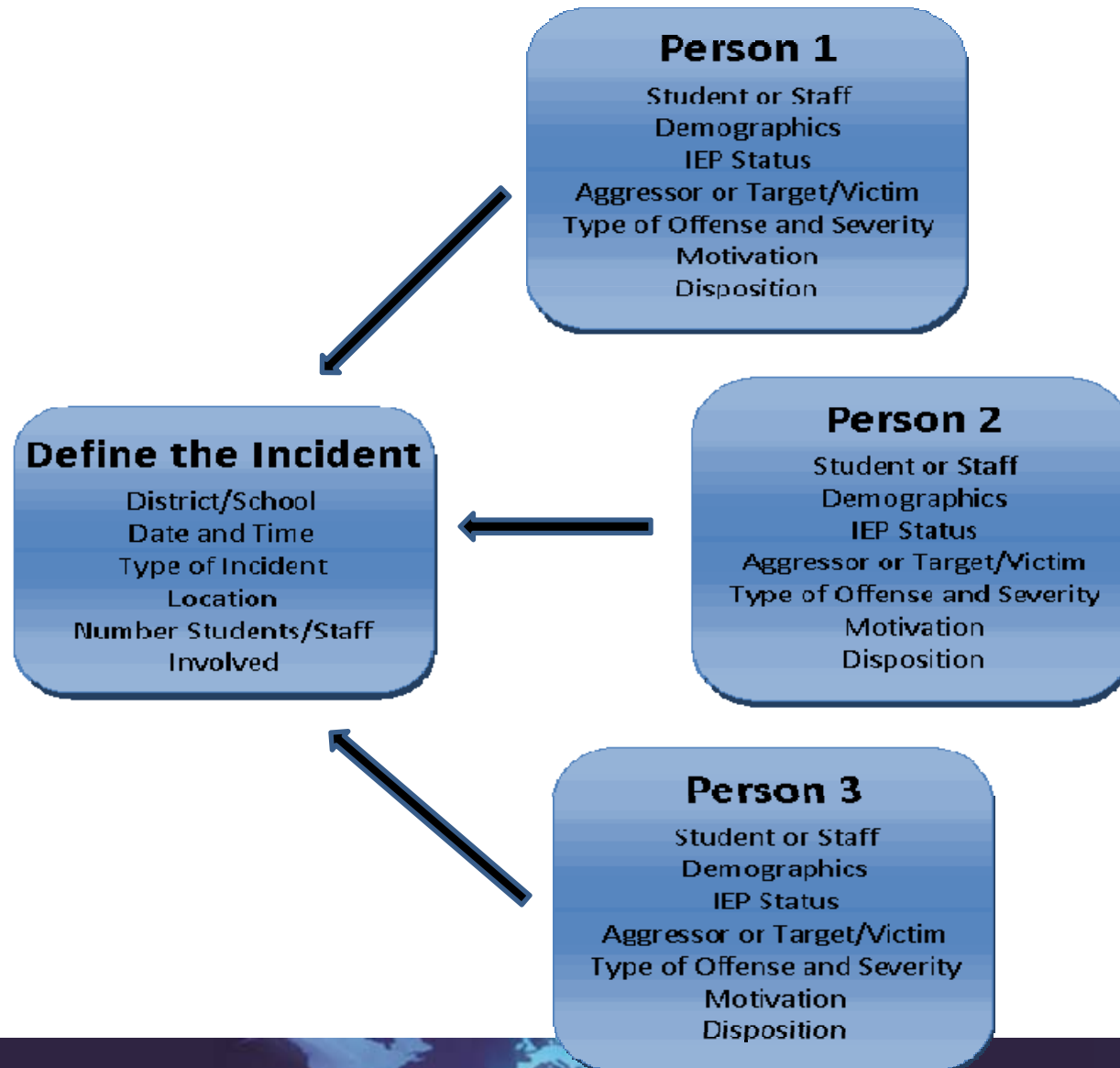
Illegal Drugs/Substances

- Possession/Use of ... Tobacco

Weapons

- Possession/Use of Dangerous Weapon

Incident Based Reporting



Step 1: Specify the Incident

- ***District/School***
- **Date** and **Time of Day** the incident took place
- **Type of Incident**
 - overall, what was the nature of the incident?
- **Location** the incident took place
- **Number Students** and/or **Staff Involved**

Step 2: Provide Information for Each Person Involved

- ***Identify*** the Person
- ***Discipline Offense—Inappropriate Behaviors***
 - Up to three behaviors may be entered
 - The most severe MUST be reported as the PRIMARY
 - Offenses may vary for each person involved.
- ***School and Community Social Skill Standard***
- ***Commentary***
 - “Just the Facts”

Behaviors in Four Levels

Level	Description
1	Minimally Disruptive Behaviors
2	Disruptive and Potentially Harmful Behaviors
3	Imminently Dangerous, Illegal and/or Aggressive Behaviors
4	Safe Schools Act Behaviors

Level 1

Level: 1

Minimally
Disruptive
Behaviors

- Cheating
- Deceit
- Disruptive/Disrespectful Conduct
- Failure to Serve Detention
- Falsifying Identity
- Inappropriate Appearance
- Inappropriate Display of Affection
- Inappropriate Language
- Possession of Inappropriate Personal Property
- Skipping Class
- Tardiness
- Vehicle Parking Violation

Level 2

Level: 2

Disruptive and
Potentially
Harmful
Behaviors

- Gang Related Activity
- Habitual Violation of School Rules or Policies
- Insubordination
- Leaving School Without Permission
- Physical Fight Without Injury
- Possession of Imitation Weapon
- Possession of Knife not meeting Dangerous Weapon Definition
- Profane Language/ Obscene Gesture/ Indecent Act Toward An Employee or A Student
- Technology Misuse

Level 3

Level: 3

Imminently
Dangerous,
Illegal
and/or
Aggressive
Behaviors

- Battery Against a Student
- Defacing School Property/ Vandalism
- False Fire Alarm
- Fraud/Forgery
- Gambling
- Hazing
- Improper or Negligent Operation of a Motor Vehicle
- Larceny
- Sexual Misconduct
- Threat of Injury/Assault Against An Employee or A Student
- Trespassing
- Harassment/Bullying/Intimidation
- Imitation Drugs: Possession, Use, Distribution or Sale
- Inhalant Abuse
- Possession/Use of Substance Containing Tobacco Nicotine
- Verbal Assault Against a Student
- Verbal Assault Against a School Employee

Level 4

Level: 4
Safe Schools
Act
Behaviors

- Battery Against a School Employee
- Felony
- Illegal Substance Related Behaviors: Sale of a Narcotic
- Illegal Substance Related Behaviors: Use/
Possession of Alcohol
- Illegal Substance Related Behaviors: Use/
Possession of Illicit Drugs
- Possession and/or Use of Dangerous Weapon

Step 2: Provide Information for *Each* Person Involved (Cont')

- **Action**— what was the response to the offense for this person?
 - This may be different for each person involved.
 - List of actions is substantially expanded from the previous policy
 - Ad hoc assignment of actions at the district prohibited
- **Duration**— If the action is detention/suspension/expulsion
- **Commentary**
 - “Just the Facts”

Levels of Access

Teachers	Administrators
<ul style="list-style-type: none">• Enter incidents for any for <u>all students</u>	<ul style="list-style-type: none">• Enter incidents for any for <u>all students</u>
<ul style="list-style-type: none">• Make discipline referrals for <u>all behaviors</u> at <u>all levels of severity</u>	<ul style="list-style-type: none">• Make discipline referrals for <u>all behaviors</u> at <u>all levels of severity</u>
<ul style="list-style-type: none">• Can take actions for <u>only Minimally Disruptive (Level 1) Behaviors</u>	<ul style="list-style-type: none">• Can take actions for <u>all behaviors</u> at <u>all levels of severity</u>
<ul style="list-style-type: none">• Can view reports for only individual students <u>they have referred</u>	<ul style="list-style-type: none">• Can view reports for <u>all students</u>
<ul style="list-style-type: none">• Can view reports for the whole school in aggregate	<ul style="list-style-type: none">• Can view reports for the whole school in aggregate

Step 3: Use the Data— Reports, Charts, Crosstabs

- Number and/or Average Incidents per Day/Month/Year/etc.
- Number and/or Average Students per Incident.
- Incidents and/or Discipline Reports by
 - Problem Behavior
 - Location.
 - Time of day
 - Student
 - Staff/Teacher
 - Etc...

Demonstration of the System

Questions or Suggestions

