

Sault Area High School and Career Center

Observe Problem Behavior

Classroom
Managed Behaviors

Office
Managed Behaviors

Is the behavior
Classroom Managed
OR
Office Managed?

- Redirect student (verbal warning, not 1 on 1)
- Review expectations (Teaching matrix)
- Reteach behavior

Ensure Safety

- Discuss behavior expectations and consequences
- Implement an intervention strategy (refer to suggestions below)
- Document interventions - classroom notebook/spreadsheet

- Teacher completes Minor Incident Report (MIR)
- Please fill out all sections
- Student is sent to administration immediately
- MIR is filled out asap – preferably within the class hour

Has the behavior been corrected?

Yes

No

Recognize and reinforce corrected behavior

Re-evaluate Behavior
Is the behavior classroom managed or office managed?

Classroom Managed Problem Behaviors	Office Managed Problem Behaviors
Inappropriate language - Name calling - Slip	Abusive language - Racial taunting
Defiance - Not completing class work - Not following directions/non-compliance	Fighting/physical assault Overt Defiance - Refuse to turn phone over to staff - Failure to comply w/ any directions
Disrespect - Talking back	Being out of place – skipping, leaving campus
Disruptive - Side talk - Attention-seeking	Threat or intimidation/bullying
Academic Dishonesty	Theft
Misuse of technology	Vandalism of personal/school property
	Harassment
	Possession of contraband

- Administrator determines appropriate action and follows through on consequence.
- Documents action taken on the MIR form which is sent to teacher, guide and parent/guardian
- Referral info is entered into Illuminate by the end of the day.

Suggested Classroom Intervention Strategies

- Student Conference/Warning (1 on 1)
- Phone call home
- Letter home
- Counselor referral
- Detention
- Admin contact – email/note (not a referral)

Tips on Behavior Documentation:

- Document behavior when student has not responded to a verbal warning.
- Take concrete action to correct (and re-teach) behavior.
- Parent contact is warranted with continued classroom-managed behavior BEFORE a minor incident report is warranted.
- Be consistent and patient... Behavior change takes time!