

## 2025-2026 Classroom Behavior Management Plan

### STUDENT EXPECTATIONS

The faculty and staff of The Villages Charter School are committed to excellence. Our belief is that high expectations produce high results, and we make a daily effort to provide an environment that produces student learning. We all know the most important members of our educational team are our students. You are ultimately responsible for your success. Your responsibility begins with good attendance, participation and preparation, and includes making quality decisions about life. We encourage and emphasize that you claim your education as your own and use it as a tool to achieve your goals and dreams.

#### Classroom Behavior:

**Teachers** in the classroom will incorporate the following steps when students choose to disregard classroom/school rules, disrupt the learning environment, or any other **Level 1** infractions such as Chromebook\* (didn't bring it/not fully charged), not being prepared for class (earbuds, etc.), dress code (belts, ID Badges not worn properly), and inappropriate display of affection. **Students caught chewing gum will receive an immediate assignment to after-school detention. NOTE:** Students receive a clean slate **at the SEMESTER** for Level 1 infractions.

#### **Intervention Steps:**

- Step 1. Private conference with the student - warning that the next occurrence will result in teacher-assigned consequences.
- Step 2. Private conference with the student – teacher assigned consequences - warning that the next occurrence will result in parent contact.
- Step 3. Parent Contact – warning that the next occurrence will result in an assigned after-school detention. A conversation with a parent is preferred; however, an email with parent response is acceptable.
- Step 4. One after-school detention. (See Detention procedures – VCMS Student Handbook - VCMS Website)
- Step 5. Two after-school detentions. (See Detention procedures - VCMS Student Handbook - VCMS Website)
- Step 6. Referral to administration most likely resulting in an assignment to In-School Suspension. **The teacher notifies parent and student that a referral to administration has been submitted.**

Other Infractions - Level 2 and Higher (NOTE: Teachers will communicate directly with parents and students when a referral is issued) Incidents may occur that require immediate documentation to administration for disciplinary action precluding the steps listed above. These incidents may include, but are not limited to, the following examples: Cheating, Disrespectfulness to Staff, Repeated Disruptiveness in the same class period, Fighting, Harassment, Cell Phone or smartwatch Use, Taking Cell Phone to the Restroom, and Vandalism.

With regard to Chromebooks, teachers will follow the progressive discipline steps outlined below for students on websites not assigned by the teacher.

- ★ **1st Offense** of Technology Misuse: **Teacher assigns 2 after-school detentions** and a warning that the next incident will result in a referral to administration with an assignment to ISS.
- ★ **2nd Offense** of Technology Misuse: Referral to administration resulting in an assignment to ISS and a warning that the next incident will result in a referral, OSS, and a Behavior Contract.
- ★ **3rd Offense** of Technology Misuse: Referral to administration resulting in 1 day of OSS and a Behavior Contract.
- ★ **4th Offense** of Technology Misuse: Referral to administration resulting in multiple OSS days, an amended Behavior Contract, and loss of Chromebook usage for a specified time.

**NOTE: Students will be limited to twelve (12) assignments to after-school detention in a semester. Once twelve (12) assignments have been served in a semester, the student will be on a referral-only status and assigned In-School Suspension (ISS) – see SUSPENSIONS in the VCMS Student Handbook. Students are limited to four (4) ISS assignments per semester. After four (4) ISS consequences have been assigned, at the next incident, the student will receive Out-Of-School Suspension and be placed on a Behavior Contract.**

# The Villages® Charter Middle School

*\*Please refer to the reverse side of this document for further information regarding the expectations for Chromebooks and Lanyard/ID badges. Parents and students may refer to the VCMS Student Handbook on the VCMS website under "Administration", "Forms and Documents", and "Middle School" for further information regarding student expectations, policies, and procedures.*

## TARDIES

**Students tardy to school:** Students that check into school after the late bell will be considered "tardy to school". The school counselors and TVCMS administration will communicate expectations and consequences to students and parents.

**Students tardy to class (including 1<sup>st</sup> period tardies without a late check-in):** (students receive a clean slate **at the semester**) 1<sup>st</sup> and 2nd tardies = warning, 3rd tardy = parent contacted by the teacher, 4th-8th tardy = assignment to after-school detention, 9th tardy = detention and parent contact, and the 10th tardy = referral to administration. **\*Tardiness excused by the main office staff will be marked in Skyward and should NOT be included in these totals for disciplinary consequences.**

## CHROMEBOOKS

- Students are expected to bring the school-issued Chromebook to school every day, fully charged.
- Students who fail to bring the Chromebook, or bring it, but it is not fully charged, are in violation of school policy. **This is a Level 1 infraction** that will be tracked as part of the Classroom Behavior Management Plan.
- Charging stations have been provided in classrooms, and teachers may allow students to charge Chromebooks in the classrooms; however, the student is still in violation and this will count as a Level 1 infraction.
- A parent may choose to bring a forgotten or uncharged Chromebook to school to their child; however, the student is still considered in violation.

**Required Lanyard/ID Badge:** Students are required to wear the school-issued lanyard/ID badge daily. Please see further information on this page regarding the replacement of the lanyard/ID badge if a student loses or is not wearing their badge as required.

## LANYARD/ID BADGES

- Lanyard/ID Badges include: School-issued picture ID in a plastic, protective pouch attached to a lanyard worn around the neck and visible at all times. Students may not cover their photograph, nor add any personal embellishments (with the exception of school-issued Brag-Tags).
- Students are required to wear their school-issued ID on a lanyard every day as part of both the uniform policy and our campus safety plan. The lanyard/school ID must be worn around the neck. The only exception to wearing the lanyard is during Physical Education class or during a Science Lab if the teacher determines it to be a safety concern.
- Teachers will greet students at their classroom door each class period and check for the lanyard/ID badge.
- Students who fail to bring their lanyard/ID badge or are in possession of a lanyard/ID badge that is not their own are in violation of school policy.
- If a student is in violation, the student will complete a Google Form communicating to office staff that a new ID badge needs to be created. The teacher will also give the student a violation lanyard for the student to wear until their new ID badge has been delivered. The fee for the new lanyard bundle is \$5.00. Students can purchase the items individually for the following charges: \$3 for the student ID card, \$1 for the lanyard, and \$1 for the plastic ID pouch. Parents will be notified by email the cost of the replacement lanyard/ID badge.
- If a student is in possession of their lanyard/ID badge and it is not being worn appropriately, after 1 warning, failure to comply in wearing the lanyard/ID badge appropriately will result in the student's next step on the Classroom Behavior Management Plan from the teacher in the current class period.
- If a student brings money to purchase a lanyard/ID badge during morning care, prior to entering homeroom without their lanyard/ID badge, the student will not receive a level 1 infraction.