

## Consequences Stemming from Office Referral

* 1ST Administrator Referral
  + Administrator-student conference
  + Parent or Guardian contact
  + Follow-up relationship-building intervention with student by teacher and administrator
  + Make up lost instructional time with teacher
  + Teacher and Administration collaborate on consequence
* 2nd Administrator Referral
  + Administrator-student conference
  + Parent or Guardian conference
  + Follow-up relationship-building intervention with student by teacher and administrator
  + Make up lost instructional time with teacher
  + Teacher and Administration collaborate on consequence
  + Student is referred to Planning Center
  + Suspension
* 3rd Administrator Referral
  + Administrator-student conference
  + Follow-up relationship-building intervention with student by teacher and administrator
  + Make up lost instructional time with teacher
  + Student attends Planning Center with Parent or Guardian contact
  + Suspension
  + Initiate behavior intervention plan

**Planning Center**

* When scholars are assigned to Planning Center (PC) by Principal and/or CIS, they are greeted and assessed at the door by Planning Center Coordinator.
* If they are upset upon entering the PC, they are given an opportunity to "cool down" in the Cool Down Center. If they are calm upon entering the PC then they are assigned a seat.
* Scholars attendance is logged in online PC software, while scholars are given clear MVP directives to begin class work that accompanied them from classroom they were sent from.
* Utilizing the Pre-Referral Intervention Manual (PRIM), along with other resources, PC Coordinator attempts to assist scholars in understanding negative classroom behaviors while providing positive behaviors as a replacement.
* Lessons are created by PC Coordinator that address Social/Emotional Learning (S/EL), Technology, Mathematics & English/Language Arts (E/LA) concepts within Scope & Sequence.