Clark County School District

CCSD MTSS BEHAVIOR INCIDENT DECISION FLOWCHART			
MINOR	$\mathbf{MINOR} \rightarrow \mathbf{MAJOR}$	MAJOR	URGENT
Minor behavior incidents (MBIs) are staff-managed infractions that violate school or classroom rules, policies, or procedures. Four (4) MBIs must be logged into the CCSD's MBI Tracking System in Infinite Campus (IC) prior to submitting a major behavior incident referral.	Behavior incidents from this category are repeated, minor, office-managed infractions that violate school or classroom rules, policies, or procedures requiring administrative attention.	Major behavior incidents are office-managed behavior infractions that violate CCSD policy or regulation, impact student or staff safety, are subject to law enforcement involvement, and/or cause property damage requiring administrative attention.	Urgent behavior incidents are administrative-managed infractions identified as either mandatory expellable offenses and sexual assault requiring administrative attention.
ALL minor behavior incidents, as defined in the CCSD Behavior Guidelines, are required to be logged under the SISP-MBI tab in IC. Tracking is based on the same behavior/same teacher; use professional discretion.	• All MBIs will reset after one (1) academic semester; see administration for clarification. Administration will determine the appropriate resolution for each student, based on the context of each incident.	• Incidents in this category include discretionary expellable offenses; may be subject to law enforcement involvement. SOME incidents in this category require immediate administrative notification .	· Incidents in this category include mandatory expellable offenses; may be subject to law enforcement involvement. ALL incidents in this category require immediate administrative notification.
↓ MINOR	$\downarrow MINOR \rightarrow MAJOR$	MAJOR	↓ URGENT
staff-managed incidents	$\frac{\text{MINOR} \rightarrow \text{MAJOR}}{\text{office-managed incidents}}$	office-managed incidents	admin-managed incidents
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1st Minor Incident:	v 1st Minor→Major Incident:	1st Major Incident:	ANY Urgent Incident:
(first tracked behavior)	(same behavior)	· Log major incident in IC.	• Immediately notify office.
· L1 - Verbal warning	· Log major incident in IC.	• Notify office of major incident.	Request escort; secure area.
\cdot L1 - Restate/reteach expectation.	• Notify office of major referral.	· Request escort, if warranted, or	· Log incident in IC, as directed.
\cdot L1 - Notify parent, as warranted.	· Send to office, as directed.	send to office, as directed.	· Admin chooses resolution based
· Log MBI in IC.	• Admin chooses L3-L4 Resolution.	· Admin chooses L3-L5 resolution.	on Exclusionary Decision Matrix.
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2nd Minor Incident:	2nd Minor→Major Incident:	2nd Major Incident:	Phone Contact(s):
(same behavior)	(same behavior)	· Log major incident in IC.	* Use call button if no answer.
· L1 - Restate/reteach expectation.	· Log major incident in IC.	· Notify office of major incident.	• Main Office Ext. 4000
\cdot L1 - Use another L1 Resolution.	• Notify office of major referral.	· Request escort, if warranted, or	• Principal's Office Ext. 4100
· L1 - Notify parent.	• Send to office, as directed.	send to office, as directed.	· AP's Office Ext. 4200
· Log MBI in IC.	• Admin chooses L3-L4 Resolution.	• Admin chooses L3-L5 resolution.	• Dean's Office Ext. 4500
\downarrow	↓	\downarrow	
3rd Minor Incident:	3rd Minor→Major Incident:	3rd Major Incident:	REMINDER - Staff will:
(same behavior)	(same behavior)	· Log major incident in IC.	· Greet each student upon entry.
· L1 - Restate/reteach expectation.	· Log major incident in IC.	• Notify office of major incident.	• Build positive relationships
· L2 - Use L2 Resolution.	• Notify office of major referral.	· Request escort, if warranted, or	(5:1 positive to corrective ratio).
· L2 - Notify parent via phone.	 Send to office, as directed. Admin chooses L3-L5 Resolution. 	send to office, as directed. • Admin chooses L3-L5 resolution.	• Deliver clear and consistent
· Log MBI in IC.			expectations and rules. • Understand your role in
4th Minor Incident:	th Minon Major Insidents	Ath Major Insidents	students' lives.
(same behavior)	4th Minor→Major Incident: (same behavior)	• Log major incident in IC.	• Be fair, equitable, and honest.
· L1 - Restate/reteach expectation.	· Log major incident in IC.	Notify office of major incident.	• Teach with purpose.
\cdot L2/L3 - Use L2/L3 Resolution.	• Notify office of major referral.	· Request escort, if warranted, or	• Be a positive role model.
\cdot L2 - Notify parent via phone.	· Send to office, as directed.	send to office, as directed.	Advocate for students well-being.
· Log MBI in IC.	· Admin chooses L4-L5 Resolution.	· Admin chooses L4-L5 resolution.	• Be proactive, not reactive.
			· Address the function of behavior.
5th Minor Incident:	Subsequent Incidents:	Subsequent Incidents:	• Empathize with your students.
(same behavior)	(same behavior)	· Log major incident in IC.	• Always start with a clean slate.
GO TO NEXT COLUMN.	· Log major incident in IC.	· Notify office of major incident.	· Communicate with parents.
	· Notify office of najor referral.	· Request escort, if warranted, or	• Take a personal interest in your
	· Send to office, as directed.	send to office, as directed.	students' lives, school community,
	· Admin chooses L5 Resolution.	· Admin chooses L5 resolution.	and its stakeholders.