



## DISTRICT SCHOOL BOARD OF PASCO COUNTY STUDENT EVENT AND DISCIPLINE REPORT

MIS Form # 413  
Rev. 06/21

Student \_\_\_\_\_ District Student # \_\_\_\_\_  ESE  504 School \_\_\_\_\_

Grade \_\_\_\_\_ Sex: M \_\_\_\_\_ F \_\_\_\_\_ Referring Staff \_\_\_\_\_ Incident Date \_\_\_\_\_

Time \_\_\_\_\_ Route # \_\_\_\_\_ Brief Description/Supporting Information: \_\_\_\_\_

Additional Staff Input Provided

Staff method of parent contact prior to referral \_\_\_\_\_

| <i><b>WHEN</b></i>   | <i><b>LOCATION</b></i>                                 |
|--|--|
| _____ Instructional time   | 1CA Cafeteria    1ME Media    1ST Stadium              |
| _____ Transition time  | 1CL Classroom    1OC Outside Class    1SM Off-campus   |
| _____ Bus ride   | 1GR Grounds    1OF Office    Social Media              |
| _____ During school-sponsored activity   | 1GY Gymnasium    1PL Parking Lot    2FT Field Trip     |
| _____ Non school-sponsored activity (30 minutes before and after school transitions) | 1HA Hallway    1PR Playground/Recess    3SB School Bus |
|  | 1LR Locker Room    1RE Restroom    3BS Bus Stop        |

| <i><b>TO BE COMPLETED BY PRINCIPAL or DESIGNEE ONLY</b></i> |                         |                        |                                   |
|---|-------------------------|------------------------|-----------------------------------|
| Behavior Code* _____  | Intervention Code _____ | Involvement Code _____ | <i>(Codes Listed on the Back)</i> |

*Student has received notification of the violation(s) of the Student Code of Conduct and an explanation of the consequence(s). The student was given an opportunity to explain his/her actions and defense.*

Referral processed by: (Name and Title) \_\_\_\_\_ Date \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date \_\_\_\_\_

Parent:  For Your Information     Sign and Return \_\_\_\_\_ Date \_\_\_\_\_

***PARENT CONTACT REQUIRED FOR SUSPENSIONS***

|                              |                              |                              |
|------------------------------|------------------------------|------------------------------|
| OSS Dates _____ # Days _____ | ISS Dates _____ # Days _____ | Bus Dates _____ # Days _____ |
| School # _____               | Class _____                  | Bus # _____                  |
| Return Date _____            | Return Date _____            | Return Date _____            |

Parent Contact:  Phone Contact     Phone Message     Other \_\_\_\_\_

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**LEVEL 1 BEHAVIORAL CODES**

- 1B Inappropriate public display of affection
- 1C Running, tripping, pushing, hitting or similar aggressive acts
- 1E Tardiness
- 1I Unauthorized possession or use of toys, audio or wireless communication devices, collectibles, or other items or materials that are inappropriate for an educational setting
- 1K Violation of dress and appearance code
- 1L Unauthorized location
- 1M Violation of traffic, parking, bus or bicycle regulations
- 1P Failure to comply with classroom, school, or bus rules
- 1Q Disrespect toward student or staff

**LEVEL 2 BEHAVIORAL CODES**

- 2B Disruptive behavior
- 2C Skipping or leaving class without permission
- 2E Failure to comply or complete previously assigned intervention strategies
- 2F Fighting (Non-SESIR), physical confrontation or physical aggression
- 2G Verbal altercation, instigating a fight, harassment (Non-SESIR) or unwanted teasing or taunting of others
- 2H Defacing and/or destroying school or personal property resulting in damages of less than \$1,000.00
- 2I Distribution of objects, literature or materials that are obscene or inappropriate for an educational setting
- 2J Leaving school grounds without permission
- 2L Truancy
- 2M Academic dishonesty, cheating, plagiarism, violation of copyright laws or similar acts
- 2N Misrepresentation, providing false information to school personnel, or lying about a school staff member
- 2O Having a toy/imitation weapon
- 2Q Violation of campus or bus safety rules
- 2R Defying, disobeying, or disrespecting school personnel
- 2S Having and/or using unauthorized items to include, but not limited to: over-the-counter drugs, matches/lighters, fireworks, smoke/stink bombs, laser pens and/or similar contraband items (2S)
- 2T Theft or accessory to theft of property worth less than \$750.00
- 2U Profane, obscene or provocative language or gestures
- 2V Gang-related disruption; may include materials, dress or hand signs
- 2W Improper use of technology
- 2X Gambling

**LEVEL 3 BEHAVIORAL CODES (Must match SESIR)**

- 3D Mutual altercation that requires physical restraint or results in injury requiring medical attention (FIT)<sup>III</sup>
- 3E Aggravated Battery or Physical Attack (BAT\*)<sup>I</sup>, (PHA)<sup>II</sup>
- 3F Using, possessing, selling, purchasing or distributing alcohol, controlled substances, drugs, drug related items, or substance represented to be a drug (ALC\*)<sup>IV</sup>, (DRU\*)<sup>III</sup>, (DRD\*)<sup>II</sup>
- 3G Weapons Possession (WPO\*)<sup>II</sup>
- 3H Theft, or accessory to theft of property, \$750.00 or more (STL\*)<sup>III</sup>
- 3I Sexual harassment (SXH)<sup>III</sup>
- 3K Major disruption on campus; taking part in a riot (DOC\*)<sup>III</sup>
- 3L Arson (ARS\*)<sup>I</sup>
- 3M Bomb threats, false fire alarms, hoaxes or threatening the use of a firearm (DOC\*)<sup>III</sup>
- 3N Extortion or robbery (ROB\*)<sup>II</sup>
- 3O Intimidating school staff or students or threatening them with violence or sexual assault (TRE\*)<sup>III</sup>, (SXA)<sup>II</sup>
- 3P Bullying, harassment or hazing of staff or students (BUL)<sup>IV</sup>, (HAR)<sup>IV</sup>, (UBL), (UHR), (HAZ)<sup>III</sup>
- 3R Violations of other criminal laws (OMC\*)<sup>III</sup>, (HOM\*)<sup>I</sup>, (KID\*)<sup>I</sup>, (SXB\*)<sup>I</sup>, (BRK\*)<sup>II</sup>, (TRS\*)<sup>III</sup>
- 3S Habitual or serious breach of bus rules
- 3T Possession or use of tobacco products or look-alikes (TBC)<sup>IV</sup>
- 3U Defacing and/or destroying school or personal property resulting in damage of \$1,000.00 or more (VAN\*)<sup>II</sup>
- 3V Sexual contact, including intercourse, without force or threat of force. Subjecting an individual to lewd sexual gestures, sexual activity, or exposing private body parts in a lewd manner. Must involve law enforcement. (SXO\*)<sup>III</sup>

- 3W Dangerous objects: razor blades, box cutters, common pocket knives, air soft guns, mace/pepper spray, chemicals, live ammunition/bullets, imitation/look-alike weapons or similar items
- 3X Refusing, preventing, or otherwise attempting to prevent search of their person, possessions, vehicle or similar search requests
- 3Y Possessing look-alike drugs

**INTERVENTION CODES**

- 30 Conference with Student
- 31 Conference with Parent
- 32 Assignment of reflective written work, work detail, and/or restitution
- 33 Behavioral or Student Self-Improvement Agreement
- 34 Loss of Privileges
- 35 Peer Mediation
- 36 Daily or weekly report to parents
- 37 Referral to Guidance Counselor, School Nurse, School Psychologist, School Social Worker, School Resource Officer, Behavior Specialist, School-Based Intervention Team (S-BIT), or Community Agency/Services or similar resource
- 38 Detention
- 39 Bicycle Privilege Revoked
- 40 Parking Privilege Revoked
- 41 Referral to Dept. of Highway Safety & Motor Vehicles
- 42 In-School Suspension (The student will report to school at the stipulated time but will not be able to follow the regular schedule or to attend extracurricular activities)
- 43 Bus Suspension (The student will not access school transportation, for any reason, during the period of suspension. The student is required to attend school during the period of bus suspension)
- 44 Out-of-School Suspension (The student will not be permitted on any School Board property during the period of suspension)
- 45 Referral to Teen Court
- 46 Referral to Law Enforcement Agency (Investigation/Arrest)
- 47 Recommendation for Bus Expulsion
- 48 Recommendation for Expulsion
- 49 Alternative to Suspension
- 50 Change of Placement (ESE only, 45-Day Rule)
- 51 Threat Assessment
- 52 Functional Behavioral Assessment/Behavior Plan
- 53 Confiscation of Items or Devices
- 57 Recommendation for Alternative Placement

**REPORTING ELEMENTS**

- 54 Mechanical Restraint
- 55 Physical Restraint
- 56 Seclusion
- 99 Batch

ES1 Harm to self or others

**INVOLVEMENT CODES & NOTES**

(S) Student (N) Non-Student (B) Student/Non-Student (U) Unknown  
(Z) **Unsubstantiated Bullying or Harassment ONLY**

1. **BUS REFERRALS:** All Codes may be used for Bus Discipline Referrals
2. **SESIR CODES** followed by an asterisk (\*) must be reported to the SRO and/or law enforcement
3. **SESIR CODES: Levels I – IV** refer to the Rank Ordering of Incident Types (Most Serious- L I to Least Serious- L IV), use the most serious code when multiple incidents occur at the same time and place
4. **UNSUBSTANTIATED BULLYING (UBL) OR HARASSMENT (UHR):** Required If it is determined that there is not enough evidence to substantiate an incident meets the definition of bullying or harassment as listed F.S. 1006.147, required by F.S. 1006.147
5. **MORE SERIOUS BODILY INJURY** involves a substantial risk of death; extreme physical pain; protracted and obvious disfigurement; or protracted loss or impairment of the function of a bodily member, organ, or mental faculty. 18 U.S.C. 1365(h)(3)