

Zela Elementary Referral Matrix 2024-2025

Level 1	1st Referral	2nd Referral	3rd Referral
Arguing Disruptive Activity or Noises Following Directions Homework Lack of Effort Off Task Out of Seat Without Permission Physical Contact, Horseplay Without Injury Dress Code Safety, Self or Others Talking without Permission Unprepared	Verbal Warning / Discussion with Skill and Character Building	Discussion with Skill and Character Building with Loss of Privilege	Written RBA Referral Form / Discussion with Skill and Character Building / Reports to Office for Behavior Academy (Level 2 Infraction)
Level 2			
Repetitive Level 1 reports (3+weekly) Backtalk Disrespect Disruptive Deception Horseplay, Non-Aggressive Physical Contact with Risk of Injury to Others Incomplete Homework-Classwork Inappropriate Language Misuse of School Property Name Calling or Mean Words Towards Others Safety, Self or Others	Written RBA Referral Form / Discussion with Skill and Character Building / Reports to Office for Behavior Academy Loss of RBA Party	Written RBA Referral Form / Reports to Office Parent Conference Extended Loss of Privilege Detention / ISS	Written RBA Referral Form / Reports to Office Parent Conference Extended Loss of Privilege Detention / ISS / OSS
Level 3			
Repetitive Level 2 reports Insubordination Physical Aggression or Fighting Bullying, Intimidation, Harassment Abusive Language, Cursing Harmful Lying Cheating Verbal Assault Vandalism, Defacing School Property	Written RBA Referral Form / Reports to Office Parent Conference ISS / OSS	Written RBA Referral Form / Reports to Office Parent Conference Extended ISS / OSS	Written RBA Referral Form / Reports to Office Parent Conference OSS / Possible Expulsion
Level 4			
Assault, Battery Tobacco, Alcohol (inc. vapes) Controlled Substances Weapons (Safe Schools Act)	Office Referral, Reports to Office, Parent Conference, Proper Authorities (Superintendents, Law Enforcement, Board Office, etc.) Consequences determined by Federal, State, and County Policies.		

ISS = In School Suspension
 OSS = Out of School Suspension