



DISTRICT SCHOOL BOARD OF PASCO COUNTY
STUDENT EVENT AND DISCIPLINE REPORT

MIS Form #413

Rev. 6/17

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

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

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

[ ] Additional Staff Input Provided

Table with 2 main columns: WHEN and LOCATION. WHEN includes categories like Instructional time, Transition time, Bus ride, etc. LOCATION lists various school areas like 1CA Cafeteria, 1ME Media, 1ST Stadium, etc.

TO BE COMPLETED BY PRINCIPAL or DESIGNEE ONLY

Behavior Code\* \_\_\_\_\_ Intervention Code \_\_\_\_\_ Involvement Code \_\_\_\_\_ (Codes Listed on the Back)

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

Table for suspension details with columns for OSS Dates, ISS Dates, Bus Dates, School #, Class, Bus #, and Return Date.

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

\*WHEN the behavior code is followed by a 3-letter SESIR code, REFER TO THE OFFICIAL SESIR DEFINITIONS. Does SESIR definition apply? Yes \_\_\_\_\_ No \_\_\_\_\_ \*IF the SESIR definition applies, complete bottom section of this form:

SESIR CODE: \_\_\_\_\_ Reported to Law Enforcement? Yes \_\_\_\_\_ No \_\_\_\_\_ Arrested? Yes \_\_\_\_\_ No \_\_\_\_\_

Table for SESIR definitions with columns: WEAPON DESCRIPTION, DRUG DESCRIPTION, INJURY DESCRIPTION, and RELATED ELEMENT (CHECK ALL THAT APPLY). Includes categories like Firearm, Marijuana, Very Serious Bodily Injury, etc.

Complete only for the following SESIR incidents: TRE, BUL, HAR, UBL, UHR, SXH or any incident that is Bullying-Related. Basis for Bullying or Harassment (check all that apply): [ ] Race [ ] Sex [ ] Disability [ ] Sexual Orientation [ ] Religion

**LEVEL 1 BEHAVIORAL CODES**

*(Minor Disruptive Behaviors)*

- 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
- 1Z Unsubstantiated bullying

**LEVEL 2 BEHAVIORAL CODES**

*(Disruptive Behaviors)*

- 2B Disruptive behavior
- 2C Skipping or leaving class without permission
- 2E Failure to comply or complete previously assigned intervention strategies
- 2F Fighting (Non-SESIR) or physical confrontation
- 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 or using matches, lighters, fireworks, smoke/stink bombs, laser pens, over-the-counter drugs or other unauthorized items
- 2T Theft or accessory to theft of property worth less than \$300.00
- 2U Profane, obscene or provocative language or gestures
- 2V Gang-related disruption; may include materials, dress or hand signs
- 2W Improper use of technology

**LEVEL 3 BEHAVIORAL CODES** *(Most Serious Behaviors – Must Match SESIR)*

- 3D Mutual altercation that requires physical restraint or results in injury requiring medical attention **(FIT)**<sup>III</sup>
- 3E Physical use of force or violence (hitting, striking, harming) by an individual against another who does not retaliate, battery requires LEO involvement and more serious bodily injury **(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 Having weapons, including any dirk, knife, metallic knuckles, slungshot, billie, tear gas gun, chemical weapon or device, or other deadly weapon as defined in state statute **(WPO\*)**<sup>II</sup>
- 3H Theft, or accessory to theft of property, \$300.00 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, setting fire to a building or other property **(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, imitation/look-alike weapons or similar items

**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 Parent shadowing and/or 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
- 54 Mechanical Restraint
- 55 Physical Restraint
- 56 Seclusion
- 57 Recommendation for Alternative Placement
- 99 Batch

**INVOLVEMENT CODES & NOTES**

(S) Student (U) Unknown (N) Non-Student  
(B) Student & Non-Student (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):** 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. **\*SCHOOL RELATED ARREST:** Use this code only when a student is arrested due to referral by a school official during this school year, but there is no corresponding school disciplinary offense