

INCIDENT MANAGEMENT SYSTEM PROCEDURE

~~The Minidoka County School District will track Administrators or designated school building personnel will be responsible to enter disciplinary actions that occur at their respective school within each building so that it can be tracked by the State of Idaho. That person will use Log Entries for recording behaviors, consequences, and parent contacts specified in the Incident Type. The State Incident Report and State Discipline Report will pull student information from the Incident screen that pertains to the following:~~

- ~~In-School Suspension~~
- ~~Out-of-School Suspension~~
- ~~Unilateral Removal~~
- ~~Removal by Hearing Officer~~
- ~~Expulsion~~
- ~~Juvenile justice or law enforcement involvement~~

All information marked as Safe and Drug Free Schools (SDFS) Reportable in the incident will pull into the State Incident Report with exception to the students' name. The State Disciplinary Report will only pull student information if they have an 'action' added in ~~the above~~ categories identified in this policy's procedures. ~~If any of these reasons are used, all the information in the action needs to be complete. Entries need to be made immediately upon occurrence as reports are drawn monthly.~~

~~These Reportable infractions shall consist of: fighting, truancies, vandalism, arson, sexual offenses; use and possession of drugs, alcohol, tobacco, weapons, and prescription abuse, or other .Types of incidents considered that result in the above action will be illegal infractions as defined by the State Department of Education Safe and Drug Free Schools. These infractions shall consist of: fighting, truancies, vandalism, arson, sexual offenses; use and possession of drugs, alcohol, tobacco, weapons, and prescription abuse.~~



**LEGAL REFERENCE: NCLB Act, Title IX, Part E., Subpart 2, sec. 9532**

**ADOPTED: October 21, 2013**

**AMENDED/REVISED:**