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Components
discipline_reason_code_determination
discipline_action_code_determination
no documentation to support code
incomplete documentation to support code
incorrect documentation to support code
documentation standards
campus procedures to ensure data quality
district procedures to ensure data quality
confirm campus coding based on documentation
district level confirmation of campus coding based on documentation
campus clerical staff (data entry)
campus administration
district level administration
superintendent
code of conduct aligned with TEC Chapter 37
TEC §37.005: Suspension
TEC §37.007(h): Expulsion for Serious Offenses
TEC §37.009: Conference; Hearing; Review
TEC §42.006: PEIMS Data Standards Appendix E
code of conduct
discipline management plan
behavioral intervention plan (BIP)

Consider the Following Factors (as Applicable) in Developing Corrective Actions/Improvement Activities

<ol style="list-style-type: none">1. administrative coding assignment2. clerical entry error
<ol style="list-style-type: none">1. administrative coding assignment2. clerical entry error
<ol style="list-style-type: none">1. no supporting documentation2. missing due process
<ol style="list-style-type: none">1. missing: teacher referral, administrative record, or PEIMS clerk notification2. incomplete due process: parent notification of hearing/conference, meeting minutes, hearing/conference, parent notification of findings
<ol style="list-style-type: none">1. documentation does not support assigned code
<ol style="list-style-type: none">1. inappropriate use of white-out2. inappropriate strikeouts3. initials missing4. missing date of change5. conflicting dates6. wrong signatures7. inconsistent information8. adjusted PEIMS 425 Record to reflect appropriate modifications to intervention
<ol style="list-style-type: none">1. no written procedures2. inconsistent implementation of procedures3. ineffective procedures
<ol style="list-style-type: none">1. no written procedures2. inconsistent implementation of procedures3. ineffective procedures4. missing ongoing monitoring of random discipline records5. missing internal audits
<ol style="list-style-type: none">1. failure to provide multiple reviews for coding accuracy (checks and balances)2. insufficient clerical supervision
<ol style="list-style-type: none">1. failure to provide multiple audits for coding accuracy (checks and balances)
<ol style="list-style-type: none">1. inadequate staffing2. inadequate comprehension of PEIMS Data Standards-Appendix E3. inadequate comprehension of documentation procedures4. personnel evaluations not linked to data quality
<ol style="list-style-type: none">1. inadequate comprehension of PEIMS Data Standards-Appendix E2. inadequate comprehension of documentation procedures3. inadequate comprehension of TEC Chapter 374. personnel evaluations not linked to data quality
<ol style="list-style-type: none">1. missing ongoing monitoring of random discipline records2. missing internal audits
<ol style="list-style-type: none">1. inadequate comprehension of PEIMS Data Standards Appendix E2. inadequate comprehension of documentation procedures3. inadequate comprehension of TEC Chapter 37
<ol style="list-style-type: none">1. inadequate comprehension of TEC Chapter 37
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<ol style="list-style-type: none">1. inadequate comprehension of PEIMS Data Standards-Appendix E
<ol style="list-style-type: none">1. consistent application of code of conduct2. lack of code of conduct3. incomplete code of conduct4. code of conduct not published and/or disseminated to all constituents5. code of conduct has not been approved by the board of trustees/governing board
<ol style="list-style-type: none">1. consistent application of discipline management plan2. lack of discipline management plan3. failure of disciplinary interventions in changing behavior4. incomplete discipline management plan5. insufficient administrative/staff training
<ol style="list-style-type: none">1. failure to implement BIP2. BIP has not been developed for each special education student3. failure of ARD Committee to revise BIP as necessary to meet the needs of each student4. insufficient administrative/staff training