

Houston Independent School District Discipline Referral Form

Problem behavior: Describe the behavior the student is exhibiting that is inappropriate. The behavior should be written in terms that are observable and measurable. Avoid using generalizations such as:

1. Violent
2. Disrespectful
3. Angry
4. Confrontational

Use descriptions of problem behaviors such as:

1. (Violent) Student approached the teacher with clinch fists and said "I am going to beat you up?"
2. (Disrespectful) Student cursed at the teacher.
3. (Angry) Student threw a chair
4. (Confrontational) Student argued with teacher when asked to down.

Replacement behavior: Describe the specific behavior you are teaching the student to exhibit in place of the problem behavior. The replacement behavior is a description of what you expect the student to do (i.e., action) and not what you want the student NOT to do (i.e., inaction). Avoid replacement behaviors that describe inaction such as:

1. Quit being tardy
2. Don't talk out in class
3. Don't walk around the room
4. Stop touching other students

Examples of replacement behaviors that describe an action:

1. Arrive to class before the tardy bell rings
2. Request permission to speak during independent work time.
3. Student will request permission before changing a seat
4. When interacting with classmates, student will use a hand shake, high-five or words to describe his/her feelings.

Interventions/actions: What strategies, incentives, rewards or actions have you taken to support this student in achieving the replacement behavior?
Examples: Check-in/Check-out, provide a mentor, teach coping strategies and relaxation techniques, provide escape card as an incentive, teach student a visual cue to remind student of replacement behavior, teacher will meet with student weekly during lunch to build a rapport

Reinforcement: What do you do when the student exhibits the requested replacement behavior?
Examples: earned activity time, token economy, positive notes home

EXAMPLE:

Problem Behavior	Replacement Behavior	Interventions (actions taken)	Reinforcement	Date
Tardy to class, more than 5 minutes	Arrive to class before tardy bell	Take away unstructured free-time as a natural consequence for losing instructional time	Earn a reward/token as reinforcement for meeting the expectation	
Talking during independent work time	Request permission to speak during independent work time.	Using a student self-monitoring form for the student to track the number of times they talk without permission	Listen to music while working	
Walking around the room	Student will request permission before changing a seat.	Set up a nonverbal cue with the student for him to use to signal with the teacher that he needs to move to his previously arranged alternate seat.	Ask student to help librarian reshelv books.	