2:21 pm.

To the Parent/Guardian of Mark Tonto (Pseudonym used):

Your child has been referred to the office for a discipline issue. As reported on Friday, April 22, 2016 Mark demonstrated the following behavior: Mark was being disruptive in his classroom. He was humming very loudly, making noises and not complying during guided reading and station time. The teacher asked him to settle down and to complete his work. He did not comply. He was distracting other students as well as himself.

The consequences for this are:

🔳 \_\_\_ Lunch Detention(s)

🔳 Extended Time Out for \_\_\_\_\_

🔳 Phone Call Home  
🔳 No Recess for \_\_2 days\_\_\_\_\_

🔳 \_\_1\_\_ Day(s) of ISS

🔳 \_\_\_\_ Day(s) of silent lunch

🔳 \_\_\_\_ Day(s) of OSS

🔳 Sitting out of Class

🔳 Other: We will be placing Mark on a behavior intervention chart that will follow him throughout the day.

I have spoken to your child about this incident and they are aware of the consequences of their actions.

Please contact the Elementary main office if you have any questions or concerns at 716-679-1581.

Sincerely,

Erin M. Clark

Erin M. Clark

Administrative Intern

Fredonia Elementary