

**The School District of Escambia County  
SCHOOL-WIDE BEHAVIOR MANAGEMENT PLAN**

<b>School:</b> Bellview Elementary	<b>School Year:</b> 2012-2013	<b>Date of Plan:</b> August 31,2012
<b>Note: Please refer to the <i>Guidelines for Developing a School-wide Behavior Management Plan</i> for instructions and recommendations.</b>		

**SCHOOL-WIDE BEHAVIOR TEAM**

<b>Name of Team Member in Attendance:</b>	<b>Role (Principal, Teacher, Parent, etc.):</b>
1. Hollie Wilkins	1. Principal
2. Jim Broughton	2. Assistant Principal
3. Catrena Fieg	3. Curriculum Coordinator
4. Geneva Hill	4. Guidance Counselor
5. Lenora Shilston	5. Kindergarten Teacher
6. Brandy Peebles	6. 1 <sup>st</sup> Grade Teacher
7. Amy McCurdy	7. 2 <sup>nd</sup> Grade Teacher
8. Janet Helton	8. 3 <sup>rd</sup> Grade Teacher
9. Alicia Najjar	9. 4 <sup>th</sup> Grade Teacher
10. Ruth Smith	10. 5 <sup>th</sup> Grade Teacher
11. Lynn Ferguson	11. ESE Teacher
12. Sharon Boswell	12. Music Teacher

**STATEMENT OF PURPOSE**

**Behavioral Mission Statement:**

To create a learning environment that provides every student with the appropriate behavioral skills necessary to ensure success in their education through a partnership among parents, school staff, teachers, and the community.

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**BASELINE DATA**

**PREVIOUS SCHOOL YEAR 2011 - 2012**

<b>Office Discipline Referrals (ODR)</b>	
Number of Office Discipline Referrals (ODR)	424
Average ODR per Student (# ODR ÷ # of students enrolled)	.63
Number of Students with ODR	261
<b>Attendance</b>	
Average Daily Attendance	94.46
Excused Tardies ( <i>Elem</i> )	
Unexcused Tardies ( <i>Elem</i> )	
Excused Early Check-outs ( <i>Elem</i> )	
Unexcused Early Check-outs ( <i>Elem</i> )	

<b>Out-of-School Suspensions (OSS)</b>	
Number of Incidents of Out-of-School Suspension (OSS)	126
Average OSS per Student (# OSS ÷ # of students enrolled)	.16
Number of Students with OSS	82
<b>In-School Suspensions (ISS)</b>	
Number of Incidents of In-School Suspension (ISS)	21
Average ISS per Student (# ISS ÷ # of students enrolled)	.03
Number of Students with ISS	20
<b>Bullying Prevention</b>	
Percent of Students Trained	100%
Percent of Staff Trained	100%

**ADDITIONAL DATA AND OUTCOMES**

**What other data or outcomes will your school use for continuous monitoring of your school-wide behavior management plan (e.g., academic data, faculty attendance, school surveys, training, ESE referrals, etc.)? The outcomes may also include various ways of analyzing school-wide behavioral data as outlined in the *School-wide Behavioral Data Guide* (e.g., referrals/suspensions by grade level, location, problem behavior, time of day, student, class, etc.).**

- \*Classroom Citizenship Reports
- \*Student Attendance Reports
- \*RtI Reports & Data
- \*Guidance Behavior Reports
- \*Office Referrals
- \*Academic Data

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**SCHOOL-WIDE BEHAVIORAL GOALS**

**1. Out-of-school suspension**

To decrease the number of out-of-school suspensions by 1%.

**2. Attendance**

To decrease the number of tardies by 1%.

**3. Bullying**

To increase student awareness of how to identify bullying, how to deal with it, and how to prevent it.

**4. Office Discipline Referrals**

To decrease the number of office referrals by 1%.

**5. Tardies (Elementary – see attached plan) or Other School-wide Behavior Goal**

**6. Early Check-Outs (Elementary – see attached plan) or Other School-wide Behavior Goal**

**7. Other School-wide Behavior Goal**

To decrease the number of bus referrals by 1%.

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**PROGRESS MONITORING**

**Your school-wide behavior team should meet to review data and discuss concerns or revisions to your school-wide behavior management plan once a month and complete progress monitoring forms quarterly. Describe when you plan to meet (days, location, and time) throughout the school year.**

Our School-Wide Behavior Committee will meet at 2:15 in the Media Center quarterly and monthly as needed. We will discuss the progress of our plan and complete progress monitoring forms.

**Describe the procedures that your school will use to collect, summarize, and analyze the behavioral data prior to team meetings. Procedures are required for entering the information into the database, summarizing the data, and developing graphs using the *School-wide Behavioral Data Guide*.**

Discipline Reports from TERMS and Citizenship Grade Distribution Reports from F.O.C.U.S. will be given to committee members prior to our quarterly meeting. This data will serve as a barometer of effective implementation.

**How will your school document the school-wide behavior team meetings?**

We will use progress Monitoring Forms to document our meeting.

**Describe how your school-wide behavior team will share the data and outcomes with your faculty, staff, and other stakeholders?**

Our behavior committee has one representative from each grade who will share data and outcomes with their grade level.

Parents and community members will be notified in writing via newsletter, flyers and updated information will be placed on the school's website.

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**SCHOOL EXPECTATIONS AND RULES**

**List 3 – 5 school-wide expectations**

We will listen and follow directions and rules.  
 We are considerate of others and respect their property.  
 We use time wisely and complete tasks.  
 We keep our hands and feet to ourselves

<b>Rules/ Expectations:</b>	<b>Setting: Cafeteria</b>	<b>Setting: Hall and Outside Sidewalks</b>	<b>Setting: Car Rider Dismissal</b>	<b>Setting: Bus</b>
Listen and follow directions and rules.	Breakfast is silent. Stay in line. Stay seated.  The first ten minutes of lunch are silent, then use quiet voices.  Do not share food.	tay on sidewalks and correct side of hallways.  Walk, do not run. Walkers cross at the crosswalk.	Car Riders: Listen for your name. Sit silently, face forward on benches.  Keep toys and snacks in your bookbag.	Use quiet voices when talking is permitted by the bus driver. Wear your seat belt. No eating or drinking. Keep toys and snack in bookbag.
Be considerate and respectful.	Use good manners.  Clean up your area before you leave.	Remain silent in line when traveling (halls, sidewalks, etc.).	Go straight to car rider line.	Stay in line until the teacher arrives at your bus.  Enter the bus quietly.  Obey the bus driver.
Use time wisely and complete tasks.	Eat a healthy lunch.  Do not play with items on your tray.	Go directly to assigned location in a timely manner.  Walkers meet at the front steps.	Go directly to car rider loading area in a timely manner.	Watch for your bus stop.  Remain buckled in your seat until the bus arrives at your stop.
Keep hands and feet to self.	Do not kick under table.  Keep food on your plate.  Use transition position.	Keep hands behind your backs.  Be aware of personal space of others.  Use transition position.	Keep your hands, feet, and bookbag to self.  Use transition position.	Keep your hands, feet, and bookbag to self .  Do not open your book bag on the bus.  Use transition position.

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**TEACHING EXPECTATIONS AND RULES**

**How will your school introduce the school-wide expectations and rules to all of your students and staff?**

Students will watch videos on bus safety and bullying.

Each classroom teacher will introduce rules and expectations and demonstrate examples and non-examples of rules and expectations.

Notes from Art, Music, or P.E. will result in a deduction of citizenship points.

Each teacher will submit a classroom behavior plan to Ms. Wilkins.

**During the school year, what activities will your school implement to encourage on-going direct instruction of the school-wide expectations and rules? How will your school embed the expectations and rules into the daily curriculum?**

A positive, immediate, reward system will be implemented to encourage on-going, direct instruction of our school-wide expectations and rules.

\*Bus of the Nine Weeks-bus with least discipline referrals

\*Preferred Activity-based on citizenship grades for the school year

Prizes for Citizenship will increase in value each 9 Weeks.

**How often will you plan to provide refresher training on expectations and rules to staff and students in your school? How will you orient and teach new students who arrive mid-year?**

Each classroom teacher will provide refresher training on expectations and rules as needed.

Large posters of rules and expectations will be posted in classrooms and throughout the school.

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**REWARD/RECOGNITION PROGRAM**

**What type of reward system will you use?**

A positive, immediate, and consistent reward system will be used.

**Describe the behaviors for which you will reward or recognize students.**

Our students will be rewarded and recognized when exhibiting the following positive behaviors:

- positive attitude
- good manners
- kindness to others
- following rules promptly
- completing assignments

**How will you implement the reward system?**

Our Behavior committee members will implement a school-wide reward system by informing teachers on their grade level of the reward system. Each teacher will then inform their students.

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**DISCIPLINARY PROCEDURES**

**Explain the discipline process at your school. Differentiate between minor and major behavior incidents and describe the process for documenting and addressing both types of incidents.**

Teachers will implement an in-class behavior system consisting of the following: discussion, warning, time out in class, time out in another class, referral to counselor, notify parents of behavior (by phone or conference).

**What intervention strategies will your school use to prevent behavior that results in discipline referrals and out-of-school suspensions?**

We will use our guidance counselor and a positive reward system as strategies to prevent behavior that results in discipline referrals and out-of-school suspensions.

9 Week Citizenship Rewards  
3rd 9 Weeks Citizenship Preferred Activity  
Bus of the 9 Weeks (Bulletin Board)

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**DISCIPLINARY PROCEDURES (continued)**

**What are the consequences or disciplinary actions that are used in your school?**

The following consequences or disciplinary actions are used at Bellview Elementary:

- Conference with student, parent, counselor, assistant principal or principal
- Time out in classroom/notify parent
- Time out in another classroom/notify parent
- Work detail
- Loss of privileges
- Apology to class
- Referral to counselor
- Referral to principal or assistant principal
- Alternate activity
- In School Suspension
- Out of School Suspension

**For Middle or High Schools:**

**How do the adjudication guidelines complement your disciplinary procedures?**

N/A

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**TRAINING AND IMPLEMENTATION**

**Describe any training needs, material needs, and/or environmental arrangements necessary to implement your school-wide behavior management plan.**

Large posters of School Wide Expectations  
Individual Student Rewards  
Arrangements for Preferred Activity

**Describe how your school will train all faculty and staff on your school-wide behavior management plan. How will you orient and teach new faculty and staff who arrive mid-year?**

Behavior Committee grade level representative will train faculty and staff during grade level and faculty meetings.

**What school-wide routines and procedures will be implemented by all faculty and staff to facilitate your school-wide behavior management plan?**

The use of a light flickering signal on buses to indicate that students are too loud:

1 light flicker=students are too loud  
5 light flicker=silent bus

Continue the use Transition Position

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**TRAINING AND IMPLEMENTATION (continued)**

**How will you achieve and maintain faculty and staff buy-in to your school's plan?**

We will use an informal needs assessment with our faculty and staff to determine what is working and what will need to be improved or replaced.

**Describe how you will monitor the implementation of your school-wide behavior management plan.**

We will monitor our implementation by using data, conducting walk throughs, gathering teacher input, reviewing the number of referrals, monitoring citizenship grade distributions .

**How will your school actively involve parents and community members in the activities and programs that involve teaching and rewarding the school-wide expectations and rules?**

Parents and community members will be notified in writing via newsletter, flyers and updated information will be placed on the school's website.