

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

<b>School:</b> Bratt Elementary	<b>School Year:</b> 2012-2013	<b>Date of Plan:</b> 09/10/12
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**Note:** Please refer to the *Guidelines for Developing a School-wide Behavior Management Plan* for instructions and recommendations.

**SCHOOL-WIDE BEHAVIOR TEAM**

<b>Name of Team Member in Attendance:</b>	<b>Role (Principal, Teacher, Parent, etc.):</b>
1. Karen Hall	1. Principal
2. Sherri Carter	2. 3 <sup>rd</sup> Grade Teacher
3. Shannon Foster	3. 1 <sup>st</sup> Grade Teacher
4. Susan Ward	4. 2 <sup>nd</sup> Grade Teacher
5. Mary Thorpe	5. 4 <sup>th</sup> Grade Teacher
6. Tegan Stephens	6. Prek Grade Teacher
7. Mary Rackard	7. K Grade Teacher
8. Lee Cassady	8. 5 <sup>th</sup> Grade Teacher
9. Pam Trice	9. 1 <sup>st</sup> Grade Teacher
10. Sheila Bryan	10. Guidance Counselor
11. Linda Jackson	11. ERT
12. Cheryl Golson	12. ESE Teacher
13. Meredith Roberts	13. Support Teachers
14. Shannon Doremus	14. Parent

**STATEMENT OF PURPOSE**

**Behavioral Mission Statement:**

Bratt Elementary, including students, parents, teachers, administration, and others, will work to instill values that demonstrate a strong moral character throughout the school and community, which will ensure a safe and secure learning environment.

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**BASELINE DATA**

**PREVIOUS SCHOOL YEAR 2011 - 2012**

<b>Office Discipline Referrals (ODR)</b>	
Number of Office Discipline Referrals (ODR)	252
Average ODR per Student (# ODR ÷ # of students enrolled)	.544
Number of Students with ODR	101
<b>Attendance</b>	
Average Daily Attendance	94.5
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)	32
Average OSS per Student (# OSS ÷ # of students enrolled)	.069
Number of Students with OSS	25
<b>In-School Suspensions (ISS)</b>	
Number of Incidents of In-School Suspension (ISS)	28
Average ISS per Student (# ISS ÷ # of students enrolled)	.060
Number of Students with ISS	18
<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.).**

FAIR scores  
 FCAT scores  
 Go Math! Pre/Post Tests  
 Imagine It! Pre/Post Benchmark Tests  
 Principal and Elementary Resource Teacher Data Reports  
 Bus Referrals  
 Reports by Student; Class; Problems  
 Citizenship grade  
 Climate Survey  
 RTI  
 Teacher Survey

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**SCHOOL-WIDE BEHAVIORAL GOALS**

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

Out-of-school suspensions will remain the same or decrease by 1%.

**2. Attendance**

Bratt Elementary will stay within 1% (higher or lower) of the 2010-2011 attendance average percentage.

**3. Bullying**

100% of students and staff will receive training on bullying prevention.

**4. Office Discipline Referrals**

Office referrals will decrease by 1%.

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

100% of parents and students will be informed of our new policy regarding tardies.

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

100% of parents and students will be informed of our new policy regarding early check-outs.

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

The number of bus referrals will decrease 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.**

The SWBMP team will meet every nine weeks to review data. More frequent meetings will be held if needed.

**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*.**

Reports generated by the Data Clerk.

Reports generated by the Principal and Elementary Resource Teacher.

Citizenship Grades

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

SWBMP Nine Weeks Progress Monitoring Forms

Sign-In Sheets

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

Faculty Meetings

SAC Meetings

Parent Letter Home

PTA Meeting

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**SCHOOL EXPECTATIONS AND RULES**

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

Students at Bratt will be safe, give respect, be responsible, and listen well across all settings in the school and on the bus.

<b>Rules/ Expectations:</b>	<b>Setting: Cafeteria</b>	<b>Setting: Hall</b>	<b>Setting: Restroom</b>	<b>Setting: Dismissal</b>
Be Safe	Walk single file facing forward; Keep all food to self without sharing; Stay seated	Walk facing forward; Stay to the right except when directed	Wash your hands; Walk carefully	Walk; Stay with your assigned group; Know where you are supposed to go
Give Respect	Keep hands, feet, and objects to self	Stop at intersection; Yield to the right; Let entire class move forward; Keep hands off wall	Give others privacy	Follow dismissal plan
Be Responsible	Clean your area	Use silent signals to help others	Paper towels in trash; Keep the floor clean	Be where you are supposed to be and on time
Listen Well	Use quiet voice; Follow adult directions	Voices off; Ears on	Use quiet voice; Follow adult directions	Follow adult directions

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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?**

The staff will be given inservice during faculty and grade level meeting discussing the school-wide behavior plan and the revisions to the plan. The teachers will specifically teach the students the school-wide expectations and rules during the first few weeks of school. At various times, depending on the students or class, reminders and remedial instruction will be given to reinforce the school-wide rules.

**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?**

Direct Instruction of rules/appropriate behaviors

CCTV

Pre-school Training

Faculty Meetings

Assemblies

Newsletters

School Web Site

Language Arts/Reading: Discuss characters in a story and how certain characters demonstrated good or bad behavior.  
Examples/Non-examples

**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?**

Teachers will continue to monitor their classrooms and reteach on an on-going basis, with an emphasis before holidays and special events.

SWBMP team will monitor the school data to see when refreshers are needed and in which area(s).

Teachers who join the staff later in the year will be assisted by the leadership team, grade level and/or peer teacher.

Wednesday Wisdom Quarterly

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**REWARD/RECOGNITION PROGRAM**

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

CCTV-recognition of student success  
Certificates/Awards (Student of the Month for each classroom)  
Activities (drawing)  
Assemblies  
School wide and classroom based incentives

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

Kindness  
Honesty  
Respect  
Responsibility  
Perseverance  
Self-Control  
Prepared

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

Classroom incentives, Certificates, Awards, Recognition on CCTV

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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.**

1. Redirect student/reteach appropriate behavior
2. Remind student of appropriate behavior and potential consequences
3. Lower Citizenship grade
4. Second reminder of appropriate behavior and potential consequences
5. Lower Citizenship grade
6. Contact parent
7. Third reminder of appropriate behavior: apply consequence - make sure the consequence fits the situation.
8. Referral Form:
  - a. Conference with Elementary Resource Teacher, Principal and/or Guidance Counselor
  - b. Observation of student/classroom setting
  - c. Strategies to assist with problem behavior
  - d. RtI process/conference with parent
  - e. Some behaviors require IMMEDIATE removal of student: fighting, student safety, running, destruction of property, stealing, etc. Use your best judgement.
  - f. Time-out in another teacher's classroom should be a MAXIMUM of 10 minutes.
  - g. Some behaviors need to be habitual and parents notified before they are referred. These behaviors may also prompt an informal meeting (e.g. not completing work)
  - h. In-school suspension will only be used in special circumstances. Parents/students will have been previously informed of this consequence.
  - i. Communication with parents is a must.

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

School Wide Behavior Plan  
Classroom Management system  
Communication with parents  
Strategies for correcting/redirecting behaviors  
RtI  
Time-Out



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**DISCIPLINARY PROCEDURES (continued)**

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

Time Out  
Re-Direction  
Proximity Control  
Conference  
Loss of Privilege  
Verbal Warnings  
Reminder of Correct Behavior  
Setting Limits  
Seating Change  
In-School Suspension  
Out-of School Suspension  
Reward System  
Citizenship Grade

**For Middle or High Schools:**

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

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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.**

Staff and students will be given specific information and examples.

School rules will be post in classrooms and taught as necessary.

**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?**

All teachers will receive training during pre-school or the first nine weeks of school.

Refreshers will be given during the year as needed.

Any new staff member will be instructed on the SWBMP and given assistance when needed.

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

All teachers have the school rules posted in their classrooms.

All teachers teach the rules during the first few weeks of school and review them during the year as needed.

All teachers have a behavior management system in their classroom that includes daily communication to parents.

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**TRAINING AND IMPLEMENTATION (continued)**

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

Feedback from teachers and SWBMP Team.  
Adjust to plan when necessary.  
Teachers and staff will participate in climate surveys.  
Teachers are encouraged to share successes.

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

Data from the Principal and Elementary Resource Teacher  
Feedback from the teachers  
Data from the data clerk  
Citizenship grades

**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?**

Daily Citizenship Report  
Volunteer Orientation  
End-of-Year Awards  
SAC  
PTA