

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

<b>School:</b> Jim Allen Elementary	<b>School Year:</b> 2012-2013	<b>Date of Plan:</b> 8/31/12
<b>Note:</b> Please refer to the <i>Guidelines for Developing a School-wide Behavior Management Plan</i> for instructions and recommendations.		

**SCHOOL-WIDE BEHAVIOR TEAM**

<b>Name of Team Member in Attendance:</b>	<b>Role (Principal, Teacher, Parent, etc.):</b>
1. Rachel Watts	1. Principal
2. Maury Cowart	2. Assistant Principal
3. Cheryl Massey	3. teacher
4. Ann Fillingim	4. Guidance Counselor
5. JoLyn Jackson	5. teacher
6. Rolanda Christopher	6. teacher
7. Beth Webb	7. ESE teacher
8. Amy Roby	8. teacher

**STATEMENT OF PURPOSE**

**Behavioral Mission Statement:**  
The school community including parents, students, faculty, and staff must work together to prepare each child to function effectively, to become self-sufficient, and to instill a sense of discipline and responsibility toward self, family, school, community, and country.

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SCHOOL-WIDE BEHAVIOR MANAGEMENT PLAN**

**BASELINE DATA**

**PREVIOUS SCHOOL YEAR 2011 - 2012**

<b>Office Discipline Referrals (ODR)</b>	
Number of Office Discipline Referrals (ODR)	242
Average ODR per Student (# ODR ÷ # of students enrolled)	.37
Number of Students with ODR	100
<b>Attendance</b>	
Average Daily Attendance	95.1
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)	57
Average OSS per Student (# OSS ÷ # of students enrolled)	.09
Number of Students with OSS	32
<b>In-School Suspensions (ISS)</b>	
Number of Incidents of In-School Suspension (ISS)	74
Average ISS per Student (# ISS ÷ # of students enrolled)	.11
Number of Students with ISS	31
<b>Bullying Prevention</b>	
Percent of Students Trained	80%
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.).**

- attendance data
- tardies data
- discipline referrals data
- % of students able to participate in "Citizenship Celebration" for A citizenship
- feedback from teacher/students about the behavior incentives
- Bus Buddy Program
- Jaguar Virtues

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

**SCHOOL-WIDE BEHAVIORAL GOALS**

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

The number of out of school suspensions will decrease by 10% by 5/31/13.

**2. Attendance**

Average daily attendance will increase by 1% by 5/31/13.

**3. Bullying**

100% of students will receive bullying training by 5/31/13.

**4. Office Discipline Referrals**

Less than 10% of students will receive an Office Discipline Referral.

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

We will utilize our new School Check In computer software. We will reduce the number of unexcused tardies.

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

We will utilize our new School Check In computer software to monitor checkouts. We will reduce the number of unexcused checkouts.

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

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

**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.**

We will meet on the third Wednesday at 2:05 in the conference room.

**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*.**

Our data clerk will provide a printout of the behavioral data, as well as a report from the School Check In computer software program.

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

Administration will document meetings.

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

Faculty Meeting, PTA, Advisory Council Meeting

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

**SCHOOL EXPECTATIONS AND RULES**

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

Jaguar Virtues: Knowledge, Responsibility, Kindness, Cooperation, Perserverance, Patience, Honesty, Obedience, Gratitude, Self-Control

<b>Rules/ Expectations:</b>	<b>Setting: Hall</b>	<b>Setting: Cafeteria</b>	<b>Setting: Restroom</b>	<b>Setting: Recess</b>
Knowledge & Responsibility	Knowledge & Responsibility	Knowledge & Responsibility	Knowledge & Responsibility	Knowledge & Responsibility
Kindness & Cooperation	Kindness & Cooperation	Kindness & Cooperation	Kindness & Cooperation	Kindness & Cooperation
Persistence & Patience	Persistence & Patience	Persistence & Patience	Persistence & Patience	Persistence & Patience
Honesty & Obedience	Honesty & Obedience	Honesty & Obedience	Honesty & Obedience	Honesty & Obedience
Gratitude & Self-Control	Gratitude & Self-Control	Gratitude & Self-Control	Gratitude & Self-Control	Gratitude & Self-Control

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

**TEACHING EXPECTATIONS AND RULES**

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

Staff will be trained during a faculty meeting.

Students will be introduced to the Jaguar Virtues on the CCTV each day. We will feature one virtue per week.

The teachers have the virtues posted in the classrooms and we have a Jaguar Virtue wall in the hall.

**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?**

CCTV

guidance programs

plays on bullying

Discuss characters in books during read aloud and how certain characters demonstrated examples and non-examples of school wide expectations.

Students can practice wrting with prompts that address school-wide expectations.

**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 review the expectations with their students each grading period.

Reminder at faculty meetings.

Grade level meeting discussions

Daily CCTV reminders

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

**REWARD/RECOGNITION PROGRAM**

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

Individual teachers recognize weekly citizenship through Fun Friday: computer time, treasure box, extra recess, treats, etc..

9 week recognition through school wide treat for A citizenship celebration.

List names on virtue posters

Perfect Attendance Pencils

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

Setting examples for peers

Following school rules

Exhibiting one of our Jaguar Virtues

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

All staff member will participate in rewarding explemplary behavior.

Quarterly recognition for A citizenship at lunch.

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

**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.**

Minor infractions will result in time out, phone calls/letters to parents, parent/teacher conferences

An example of a minor infraction is not following classroom rules.

Major infractions will result in an office referral. Some examples of discipline for a major infraction are ISS, OSS, or time-out in the office.

An example of a major infraction is a fight.

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

Proximity control

Teach and enforce school rules

Consistency in the classroom



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

**DISCIPLINARY PROCEDURES (continued)**

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

ISS

OSS

Counseling sessions

Time-out

Parent Involvement/conferences

**For Middle or High Schools:**

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

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

**TRAINING AND IMPLEMENTATION**

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

Incentives for Bus Buddy Program

Incentives for Citizenship Celebration each 9 weeks such as popcicles, stickers, ribbons, pencils

**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 faculty/staff will be trained during a faculty meeting. Any new faculty/staff that arrive later in the year will meet with the principal/assistant principal to go over this plan.

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

All teachers will use Friday Fun on a weekly basis.

Remind students of the school and bus rules.

Faculty and staff will look for student exhibiting Jaguar Virtues.

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

**TRAINING AND IMPLEMENTATION (continued)**

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

Each grade level will have a representative on our School-Wide Behavior Team.

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

Observation

Participation in Citizenship Celebration

Feedback from faculty/staff

Analyze data (discipline referrals, (including bus referrals) attendance, and tardies

**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?**

School Advisory Council

Letter to Parents

School Messenger System