

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

School: Booker T. Washington	School Year: 2011-2012	Date of Plan: 09/12/2011
Note: Please refer to the <i>Guidelines for Developing a School-wide Behavior Management Plan</i> for instructions and recommendations.		

SCHOOL-WIDE BEHAVIOR TEAM

Name of Team Member in Attendance:	Role (Principal, Teacher, Parent, etc.):
1. Dr. Michael J. Roberts	1. Principal
2. Jeremy Tompkins	2. Assistant Principal
3. Elaine Shores	3. Dean
4. Charlotte Watts	4. Behavior Coach
5. Cheryl Reeves	5. Guidance Counselor
6. Rosie Cooper	6. PBS Coach and ISS Instructor
7. Marcus Wells	7. Teacher Leader
8. Luke Bosso	8. SGA President

STATEMENT OF PURPOSE

Behavioral Mission Statement:
The entire learning community of Booker T. Washington High School values the principles of a quality education. We believe that a firm, fair, and equitable discipline policy positively impacts every member of the community by creating a safe learning environment which prepares students for higher education and the real world.

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

BASELINE DATA

PREVIOUS SCHOOL YEAR 2010 - 2011

Office Discipline Referrals (ODR)	
Number of Office Discipline Referrals (ODR)	4070
Average ODR per Student (# ODR ÷ # of students enrolled)	2.58
Number of Students with ODR	1031
Out-of-School Suspensions (OSS)	
Number of Incidents of Out-of-School Suspension (OSS)	323
Average OSS per Student (# OSS ÷ # of students enrolled)	0.19
Number of Students with OSS	260

In-School Suspensions (ISS)	
Number of Incidents of In-School Suspension (ISS)	592
Average ISS per Student (# ISS ÷ # of students enrolled)	0.38
Number of Students with ISS	470
Attendance	
Average Daily Attendance	93.2
Bullying Prevention	
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.).

Deans data that breaks down referrals by grade level.

Swiss Data that breaks down data by teacher and incident

Data from deans on days and times that referrals spike.

Faculty attendance data to determine if referrals spike when faculty is absent.

Dress code and cell phone referral data.

Tardy data

Repeat offender data.

Ripple effects data.

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 50% by the end of the 2011-2012 school year.

2. Attendance

Average daily attendance will increase to 94% or greater by the end of the 2011-2012 school year.

3. Bullying

Educate 100% of teachers and students about the issue, effects, and consequences of bullying in schools by September 30, 2011

4. Office Discipline Referrals

The number of ODR's will reduce from 4070 to 2000 or less by the end of the 2011-2012 school year.

5. Other

Tardies will reduce by 25% by the end of the 2011-2012 school year

6. Other

The number of school rules violations (Dress code/Cell phone) will reduce by 10% or greater by the end of the 2011-2012 school year.

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.

The school-wide behavior team plans to meet the Second Monday of every month at 7:50 a.m. in the administrative conference room. This meeting will be to review the current data and to tweak the plan as needed throughout the school year.

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*.

We are collecting discipline data through two systems this year, they are TERMS and SWISS . This data lets us know weekly what are our problem areas and it also lets us know how our new discipline program is doing. The referrals are inputted by the deans into terms and then they are given to our PBS coach who then enters the data into the SWISS system. This data can then be analyzed and the behavior team can then pinpoint exactly where the problem areas are in the school.

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

The school will document these meetings through quarterly reports that are turned in to the Director of High Schools. The Team will keep minutes of each meeting, which will be given to the Principal. Data sheets will also be generated for the teachers after each behavior team meeting, so they know how the progress that is being made in our behavioral objectives.

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

The team will promptly distribute any changes to the plan to the faculty and staff. Monthly discipline data will be distributed to the faculty, SAC, and PTSA. The plan will be posted on the website.

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

SCHOOL EXPECTATIONS AND RULES

List 3 – 5 school-wide expectations

1. Be Respectful
2. Be Safe
3. Be an active Learner
4. Be Responsible

Rules/ Expectations:	Setting: Atrium	Setting: Hallways	Setting: Cafeteria	Setting: Classroom
Be Respectful	Use appropriate language and volume	Walk quietly Follow directives from staff members Adhere to dress code policy Use appropriate language and volume	Wait in line until its your turn Follow directives from staff members Use appropriate language and volume	Cooperate with your teacher and follow classroom rules Communicate with your classmates and teachers in a positive way Use appropriate language and volume
Be Safe	Keep hands, feet and other objects to yourself	Avoid conflict Walk to your right Keep hands, feet, and other objects to yourself	Report all spills to staff Be seated once you receive your lunch	Leave your seat or assigned area only with permission from your teacher. Maintain personal space Keep hands, feet, and other objects to yourself
Be an active Learner	Prepare yourself for your daily activities	Demonstrate your understanding of appropriate behaviors and expectations	Demonstrate good manners Remain in designated area throughout your lunch period	Apply your best effort daily to achieve academic success Challenge yourself Participate positively and purposefully Use Technology appropriately
Be Responsible	Keep personal belongings with you at all times	Walk swiftly to class Visit locker, restroom, and/or water fountain if needed Avoid blocking hallway	Clean your area when finished Consume all food and beverages in assigned areas	Arrive before the tardy bell rings Bring all necessary materials to class complete all assignments with honesty and integrity

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?

The expectations and rules will be introduced to the faculty during pre-planning so that they will understand the new expectations of the behavior management plan. The teachers will be given training information to disseminate to the students during the first week of school. The teachers will then go over this information with the students and they will take a quiz on the expectations on Friday of the first week of school.

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?

The PBS team will create 30 sec. commercials to play on CCTV reinforcing behavioral matrix expectations.

Behavioral matrix posters will be placed throughout the school and in classrooms.

The teachers will be given catch scratch to use in class to reinforce good behaviors.

A cat scratch fever event will be held at the end of each 9 weeks for those students that have received 7 or more cat scratch.

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?

The Principal and/or the Assistant Principal over discipline will go on CCTV after major holidays and semester breaks to remind the students and teachers of the school expectations and rules.

The PBS team will hold small group faculty meetings to review the behavioral matrix and update the faculty on changes and current data.

The PBS coach will orient new students who arrive throughout the year.

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

REWARD/RECOGNITION PROGRAM

What type of reward system will you use?

Cat Scratch
Cat Scratch Fever
Cat Scratch Shack

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

Perfect Attendance/No tardies
Academic performance
No discipline Referrals
Wildcat Pride

How will you implement the reward system?

The teachers will be given cat scratch. The teachers will hand out cat scratch to those students that are work withing the matrix.
The cat scratch may be used to enter the cat scratch fever event at the end of every 9 weeks.
They can also use the cat scratch to buy things in the cat scratch store or use them in the classrooms.
Cat Scratch is a psotive behavioral award system

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.

At Booker T. Washington High School we follow a progressive discipline model. Each time a student is given a referral, it builds on any previous referrals the student has. As a result the severity of the consequence increases with each subsequent offense. The teachers are responsible for initiating the referral, then the referral is turned into the dean. The dean reviews the referral and calls the student in, giving the student his due process. The dean then makes a decision based on the number of referrals the student has, the seriousness of the offense, and the District adjudication guidelines.

Minor offenses are those offenses that are not coded as SESIR offenses and simply are kept track of within our district. Major offenses are those that are coded as SESIR offenses. An example of a SESIR offense is fighting, sexual misconduct, weapons, etc. These offenses are reported to the state.

Minor offenses usually result in a consequence less than OSS. (ISS, work detail, detention, warning)
Major offenses usually automatically carry the wait of OSS.

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

Booker T. Washington has implemented several intervention strategies to reduce referrals and OSS.

These strategies include but are not limited to:

Positive Behavior Support

A violence prevention program

Guidance referrals for repeat offenders

Implementation of the SWBMP

Increased parent notification and information regarding discipline.

RTI behavioral committee

Implementation of a computer based PBIS system called Ripple Effects to reduce repeat offenses

ISS program (modeled after Panama City Mosely High School)

New beginnings program (for grade recovery and discipline improvement)

Student training via CCTV

Staff development for teachers

Bullying training for teachers and students.

**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?

Teacher classroom interventions

Parental phone calls

Detention

Saturday Work Detail

Violence Prevention Program

Home Time-out

In-School Suspension

Out-of-School Suspension

In-Lieu of Expulsion

For Middle or High Schools:

How do the adjudication guidelines complement your disciplinary procedures?

The adjudication guidelines work hand in hand with our 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.

Teacher unit and Classroom for ISS
Teacher unit and Classroom for In-Lieu of program
Pre-School In-service with teachers
Purchase of PBIS computer software (Ripple Effects)
PBS supplies (cat scratch, and rewards)
Bullying training portal from protection services

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?

Each teacher will receive a copy of the plan in their Washington High Operations Manual.
Every teacher will receive training on the plan during pre-school in-service.
The Assistant Principal for facilities and discipline will conduct a new teacher orientation with any faculty and staff who arrive mid-year.

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

The administration will ask all teachers to show the morning announcements during homeroom so that all students will see the expectation infomercials.

All teachers will be asked to post the school expectations and rules in their classrooms.

Cat Scratch and Cat Scratch fever events will help to continuously remind students of the school rules and expectations.

**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?

Staff buy in will come naturally through decreased negative behavior of students.

Staff buy in also will take place through proper training and education about the management plan

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

Discipline data will be reviewed at the end of each nine weeks and measured against last years discipline data.

SWISS behavior data will be also monitored and used to change the plan as the year progresses

CWT's will be used to monitor implementation of the expectations and rules.

Rounding will be used to ask teachers and students what is and is not working in the plan.

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?

Minutes of the committee meetings will be posted to the school website.

The discipline data and charts will be posted to the website for parents to view.

The committee will solicit our partners in education to contribute to our initiatives by donating items to give away, to reward good behavior.

Academic honor rolls will be posted in the cafeteria.

Names of students caught doing good will be posted to the website.