

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

School: Northview High School	School Year: 2012-2013	Date of Plan: 8/2012
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. Gayle Weaver	1. Principal
2. Gerry Pippins	2. Assistant Principal
3. Heather Crumm	3. Guidance
4. Billy Johnson	4. Dean
5. Barbara Luker	5. teacher/parent
6. TBA	6. ISS coordinator
7. Heather Leonard	7. parent
8. Chad Smith	8. student

STATEMENT OF PURPOSE

Behavioral Mission Statement:
It is the mission of Northview High School and its stakeholders to create, maintain and promote a safe learning environment where students have the potential to succeed.

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BASELINE DATA

PREVIOUS SCHOOL YEAR 2011 - 2012

Office Discipline Referrals (ODR)	
Number of Office Discipline Referrals (ODR)	568
Average ODR per Student (# ODR ÷ # of students enrolled)	1.08
Number of Students with ODR	376
Out-of-School Suspensions (OSS)	
Number of Incidents of Out-of-School Suspension (OSS)	143
Average OSS per Student (# OSS ÷ # of students enrolled)	.27
Number of Students with OSS	117

In-School Suspensions (ISS)	
Number of Incidents of In-School Suspension (ISS)	282
Average ISS per Student (# ISS ÷ # of students enrolled)	.54
Number of Students with ISS	232
Attendance	
Average Daily Attendance	93.7
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.).

Teachers are required to keep data notebooks with test score reports and other pertinent information regarding student performance in their classes. Also in this notebook, teachers will keep a copy of every Incident Report that they write throughout the 2012-2013 school year. Through faculty meetings and trainings, teachers will be able to reflect on the Incident Reports that they have written and evaluate their own behavior management. Through this strategy, staff development can be determined and provided for teachers as needed. Strategies for teacher growth in behavior management will be disseminated as need and through an in-service during teacher planning at semester change.

The behavior management team will review monthly reports to celebrate successes and to establish strategies to assist the students that need interventions to be successful in the classroom. The behavior team will also be able to assist teachers with implimenting new strategies so that their classroom is a more successful learning environment for all of their students. Using these reports, the behavior management team will measure trends in behavior, Incident Report writing, progress being made and areas on concern.

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SCHOOL-WIDE BEHAVIORAL GOALS

1. Out-of-school suspension

It is the goal of Northview High School during the 2012-2013 school year to reduce the number of students with out-of-school suspensions from 2011-2012 (117) by 10%.

2. Attendance

It is the goal of Northview High School during the 2012-2013 school year to increase the daily average attendance by half of a percentage point from 2011-2012 (93.7%).

3. Bullying

It is the goal of Northview High School during the 2012-2013 school year to investigate 100% of bullying incidents reported within 10 days of the report.

4. Office Discipline Referrals

It is the goal of Northview High School during the 2012-2013 school year to reduce the number of office discipline referrals from the 2011-2012 school year (568) by 10%.

5. Other

6. Other

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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 behavior team of Northview High School plans to meet the first Tuesday of each month at 8:00 a.m. in the media center (Unless otherwise noted).

September 11, 2012

October 2, 2012

November 6, 2012

December 4, 2012

January 7, 2012

February 5, 2012

March 5, 2012

April 2, 2012

May 7, 2013

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*.

Behavior Incident Report data will be entered into TERMS and will be printed, analysed and discussed in monthly meetings. The dean will also keep incident logs and breakdown lists of Incident Report causes and consequences to review with the behavior team. The data reported to the team will be provided in an easy to read/follow format.

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

Meetings will be documented and notes will be taken by the dean.

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

Discipline information will be presented at faculty meetings, and time-sensitive information will be emailed to teachers as needed.

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SCHOOL EXPECTATIONS AND RULES

List 3 – 5 school-wide expectations

Rules/ Expectations:	Setting: CLASSROOM	Setting: HALLWAY	Setting: CAFETERIA	Setting: BUS
FOLLOW DIRECTIONS	Follow directions from the adult in charge the first time	Walk immediately to your locker or class, keep hands to yourself, use a quiet voice, no running, no food or drink	Stand quietly and calmly in line, stay in your seat, pick up your trash, use an inside voice	listen to the adult in charge, stay seated, no eating or drinking, no cell phones, talk quietly
BE SAFE	Place backpack in the area designated by the teacher, no blocking exits, no throwing objects, no standing on furniture	No running, avoid slippery areas, be aware of posted warning signs and of potential safety hazards	Don't eat too fast or too much, be aware of food allergies, walk at all times, no throwing objects/food, no standing on furniture	Remain seated while the bus is moving, no body parts out of the window, no throwing objects on or out of the windows, use passenger restraint system if equipped
BE COURTEOUS	raise your hand to speak, use good manners to adults and other students, do not interrupt, do not waste materials, be careful with other people's property	hold doors for others, say please and thank you, stay out of other people's personal space, watch for students with lockers under yours	use good table manners, no belching, clean your area, pick up trash, be polite to cafeteria staff	be polite to the driver and fellow passengers, don't be rude to passers-by
BE RESPONSIBLE	come prepared with all materials needed, complete all assignments, arrive ready to learn and to participate	walk immediately to where you are going, do not run, follow adult directions, do not block hallways, use the restroom in a timely manner	be polite, clean your area before you leave, do not exit the cafeteria with food or drink	be polite, do not damage bus, follow driver's directions at all times, notify the driver if someone is in danger

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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?

School-wide expectations will be presented to faculty members during preschool in an in-service discipline training. This training will review existing expectations, as well as new initiatives. School-wide expectations will also be reviewed as needed during faculty meetings or department meetings. Students will be introduced to new/existing expectations during beginning of the year assemblies. It is then when students will be given the Escambia County School District's Rights and Responsibilities Handbook, review Northview High School rules, and clarifying questions will be answered.

Students and teachers are made aware of the cell phone policy and the consequences for breaking the policy. Upon parental-retrieval of the cell phone, parents will sign a document indicating their understanding of the Escambia County School District's cell phone policy.

Students are also instructed of the Safe Harbor policy. Students are made known that if they have a non-school item and they turn it in immediately then they are consequence-free.

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?

Teachers and staff should model desired positive behaviors to students on a daily basis as a reinforcer to Northview's expectations. Modeling desired behaviors gives the students a tangible example not just a written rule to follow. Teachers will also use class/team builders to encourage students to work together in a positive manner. A behavior analyst will be contacted to consult with the behavior team to add more strategies for implementing desired behaviors if needed.

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?

Refresher training will be provided at semester break for teachers and during faculty meetings either as deemed necessary by administration or if assistance is sought after by a specific teacher. Students having difficulties displaying desired behaviors will be refreshed when conferencing with the dean. Some students with behavior difficulties will be placed on Behavior Contracts.

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REWARD/RECOGNITION PROGRAM

What type of reward system will you use?

Individual teachers have techniques within their classrooms to reward positive behavior. Praise is widely used to reinforce good behavior. Departments will recommend Student of the Week to be recognized. Students who are caught "doing a good deed," sometimes receive rewards, such as treats in the cafeteria. Departments or staff members will submit names of students and the reasoning for the recommendation to the Guidance Counselor for selection as Student of the Month. Students will be announced school-wide at the end of the month. Student's photos will be displayed on the www.northescambia.com website.

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

Students will be verbally praised by teachers for following rules and expectations. Students will also be recognized for academic performance. Those students witnessed in common areas being good citizens or those spotted going out of their way to do something positive will be recognized. Students who are caught "doing a good deed," sometimes receive rewards.

How will you implement the reward system?

Departments or staff members will submit names of students and the reasoning for the recommendation to the Guidance Counselor for selection as Student of the Month. Students will be announced school-wide at the end of the month. Student's photos will be displayed on the www.northescambia.com website.

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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.

Incidents will be categorized into two offenses: major or minor. A minor offense will require three documented interventions before an Incident Report will be accepted. These interventions include but are not limited to: conference with student, call home, conference with parents, and lunch detention. After a minor offense Incident Report has been written and consequences issued, the dean will enter the data into TERMS. A major offense will result in an Incident Report submitted to the dean and entered into TERMS. Offenses that fall under SESIR violations will be reported the the School Resource Officer.

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

Faculty and staff will use interventions in appropriate situations before an Incident Report is written. These strategies include but are not limited to: parent phone calls, parent conferences, change of seating, conference with student and multiple teachers if necessary, conference with guidance/dean/administration, rewarding positive behavior, and keeping students engaged to minimize time for misbehavior.

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DISCIPLINARY PROCEDURES (continued)

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

Consequences at Northview include but are not limited to: verbal/written warnings, detention (morning, afternoon, lunch), work detail, Saturday clean-up, bus suspension, ISS, OSS, request for alternative placement, criminal charges, conference with SRO, behavior contract, suspension from clubs/sports/extra curricular activities and loss of campus driving privileges.

For Middle or High Schools:

How do the adjudication guidelines complement your disciplinary procedures?

District guidelines are followed and reviewed as needed when assigning consequences to ensure a firm, fair, and consistent behavior management plan.

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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.

Consultation with behavior analyst, classroom management and discipline strategies, anti-bullying materials for training faculty and staff, and a review for teachers about when it is appropriate to write an Incident Report. Discipline information will be reviewed by the dean, administration, and behavior team.

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?

Faculty and staff will be trained during pre-school inservice, faculty meetings, and at semester break. New faculty will be trained on Northview's behavior management plan immediately after their arrival. All faculty and staff will be given refreshers, if necessary from monthly Incident Report data.

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

Teachers are encouraged to monitor and know their students. If a teacher has a concern about a student's behavior, that concern should be brought to the attention of the dean before potential problems surface. Selection and announcements of Student of the Month is a proactive intervention to reinforce positive behavior. Cell phone policy, tardy policy, dress code policy and fighting policy, are all posted for both students and teachers to refer to on a daily basis.

The Escambia County Rights and Responsibilities (R&R) handbook is online for students to review when they feel necessary. Students were provided with a copy of the R&R handbook and signed off after receiving a copy at the beginning of the year.

Students who drive to school have read the parking lot rules and have signed-off that they understand and agree to these rules.

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TRAINING AND IMPLEMENTATION (continued)

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

New initiatives were created from faculty input during pre-school. This strategy gives the faculty ownership to new policies. After the behavior management plan is implemented, successes will be shared with faculty. Showing successes with the behavior plan will increase faculty buy-in. At semester change, the faculty will provide feedback, suggestions and comments on a survey to reflect their opinions of the behavior plan from the first semester. Given feedback on the survey, adjustments to the behavior plan can be made for the second semester.

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

Reports generated through TERMS and data reports created/maintained by the dean will be kept and monitored monthly. Surveys that address the behavior plan will be given to the faculty, staff and students.

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?

Teachers are encouraged to contact parents/guardians with information about their children. The school can utilize the School Messenger Service to call all households represented at Norhtview with important information updates. School information is also available on the school website.