

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

School: Bellview Elementary	School Year: 2013-2014	Date of Plan: 09/10/13
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. Hollie Wilkins	1. Principal
2. Jim Broughton	2. Assistant Principal
3. Nancy Prout	3. Curriculum Coordinator
4. Geneva Hill	4. Guidance Counselor
5. Christi Welch	5. Kindergarten Teacher
6. Brandy Peebles	6. First Grade Teacher
7. Amy McCurdy	7. Second Grade Teacher
8. Cindy Hamlett	8. Second Grade Teacher
9. Janet Helton	9. Third Grade Teacher
10. Loida Howard	10. Fourth Grade Teacher
11. Ruth Smith	11. Fifth Grade Teacher
12. Lynn Ferguson	12. ESE Teacher
13. Sharon Boswell	13. 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 2012 - 2013

Office Discipline Referrals (ODR)	
Number of Office Discipline Referrals (ODR)	506
Average ODR per Student (# ODR ÷ # of students enrolled)	.67
Number of Students with ODR	283
Out-of-School Suspensions (OSS)	
Number of Incidents of Out-of-School Suspension (OSS)	132
Average OSS per Student (# OSS ÷ # of students enrolled)	.05
Number of Students with OSS	87

In-School Suspensions (ISS)	
Number of Incidents of In-School Suspension (ISS)	60
Average ISS per Student (# ISS ÷ # of students enrolled)	.03
Number of Students with ISS	66
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.).

- *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% from 132 to 131.

2. Attendance

To decrease the number of unexcused tardies by 1% from 3963 to 3923.
To increase the average daily attendance by 1% from 93.7% to 94.7%.

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% from 506 to 501.

5. Other

To decrease the number of bus referrals by 1% from 171 incidents to 169 incidents.

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.

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, SAC committee meetings, 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

Rules/ Expectations:	Setting: Cafeteria	Setting: Hall and Outside Sidewalks	Setting: Car Rider Dismissal	Setting: Bus
Listen and follow directions and rules.	Breakfast is silent. Stay in line. Stay seated. The first five minutes of lunch are silent, then use quiet voices. Do not share food.	Stay 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 your food.	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?

Preferred Activity-based on citizenship grades for the school year

Prizes for students exhibiting exemplary Citizenship each 9 Weeks.

Rules posted in each classroom and reviewed periodically with students

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.

Monthly reward provided for students with perfect attendance.

Preferred Activity-based on citizenship grades for the school year

Prizes for students exhibiting exemplary Citizenship each 9 Weeks.

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
- perfect attendance

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 the following disciplinary procedures for minor incidents:

- discussion, warning
- time out in class
- time out in another class
- referral to counselor
- notify parents of behavior (by phone or conference)

The following procedures will be implemented for major infractions:

- Conference with student, parent, counselor, assistant principal or principal
- Work detail
- Loss of privileges
- Referral to principal or assistant principal
- Out of School Suspension

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

Conference with student, parent, counselor, assistant principal or principal

Time out in classroom/notify parent

Time out in another classroom/notify parent

Loss of privileges

Apology to class

Referral to counselor

Referral to principal or assistant principal

Individual behavior contracts as needed

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

4th 9 Weeks Citizenship Preferred Activity

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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
- 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?

Continue the use Transition Position in hallways
Cafeteria Rules and Procedure
Car Rider Rules and Prodedures
Bus Rules and Procedures
We will listen and follow directions and 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?

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.