

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

School: Ferry Pass Elementary School	School Year: 2013/2014	Date of Plan: August 16, 2013
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. Rhonda Shuford	1. Principal
2. Cathy Ray	2. Assistant Principal
3. Karen Kimberl	3. Guidance Counselor
4. Sandra Johnson	4. Kindergarten Teacher
5. Anna Harageones	5. Teacher (2nd)
6. Taylor Cowan	6. Teacher (3rd)
7. Anise Cromer-Reed	7. Teacher (4 th)
8. Teresa Purifoy	8. ESE Inclusion Teacher
9. Nancy Thomas	9. P. E. Teacher

STATEMENT OF PURPOSE

Behavioral Mission Statement:
Ferry Pass Elementary School will maintain a safe and orderly environment in order for teachers to teach and students to learn.

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BASELINE DATA

PREVIOUS SCHOOL YEAR 2013 - 2014

Office Discipline Referrals (ODR)	
Number of Office Discipline Referrals (ODR)	63
Average ODR per Student (# ODR ÷ # of students enrolled)	10
Number of Students with ODR	42
Attendance	
Average Daily Attendance	94.7
Excused Tardies (<i>Elem</i>)	494
Unexcused Tardies (<i>Elem</i>)	4110
Excused Early Check-outs (<i>Elem</i>)	404
Unexcused Early Check-outs (<i>Elem</i>)	1962

Out-of-School Suspensions (OSS)	
Number of Incidents of Out-of-School Suspension (OSS)	27
Average OSS per Student (# OSS ÷ # of students enrolled)	.04
Number of Students with OSS	22
In-School Suspensions (ISS)	
Number of Incidents of In-School Suspension (ISS)	5
Average ISS per Student (# ISS ÷ # of students enrolled)	.07
Number of Students with ISS	4
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.).

The School-Wide Behavior team will analyze referrals by grade level and teacher monthly. We will analyze attendance and tardies by teacher monthly.

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SCHOOL-WIDE BEHAVIORAL GOALS

1. Out-of-school suspension

Ferry Pass Elementary will decrease out-of-school suspensions.

2. Attendance

Ferry Pass Elementary will increase the average daily attendance.

3. Bullying

100% of Ferry Pass Elementary's faculty, staff, and students will be trained in bullying prevention.

4. Office Discipline Referrals

Ferry Pass Elementary will decrease office referrals.

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

Ferry Pass Elementary will decrease tardies.

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

Ferry Pass Elementary will decrease early check-outs.

7. Other School-wide Behavior Goal

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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.

Ferry Pass Elementary's school-wide behavior team will meet once each month after school in the counselor's office.

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 will obtain our data from TERMS, Raptor, and from the data collected from discipline referrals.

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

We will document the school-wide behavior team meetings with an agenda, sign-in sheets and notes taken from the meeting.

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

We will share our data at faculty meetings and SAC meetings.

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SCHOOL EXPECTATIONS AND RULES

List 3 – 5 school-wide expectations

Students are safe.
 Students are respectful of each other, as well as adults.
 Students are responsible.
 Students listen and follow directions the first time given.

Rules/ Expectations:	Setting: Cafeteria	Setting: Hallway	Setting: Restroom	Setting: Dismissal
Be Safe	Single file Walk Face forward Stay seated	Single file Walk Face forward Stay to the right	Single file Walk Wash hands	Single file Walk Face forward Know where to go
Be Respectful	Hands to self Quiet Use good manners Wait for teacher No sharing food	Hands to self Quiet Use good manners Wait for teacher	Hands to self Quiet Use good manners Give privacy	Hands to self Quiet Use good manners Wait for teacher
Be Responsible	Stay with group Give me FIVE Clean area Push in chair	Stay with group No roaming Give me FIVE	Stay with group Give me FIVE Clean up after yourself	Stay with group No roaming Give me FIVE
Be a good listener	Follow directions Listen to adults Wait to be dismissed	Follow directions Listen to adults	Follow directions Listen to adults	Follow directions Listen to adults

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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 school behavior plan will be introduced to the faculty and staff in a beginning of the year faculty meeting. Faculty and Staff will receive a copy of the school rules and the school pledge. The school behavior plan will also be introduced to the students by the classroom teacher and on WFPE.

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 rules will be reviewed monthly on WFPE (morning news). All rules will be posted (Hallway rules will be posted in the halls, cafeteria rules will be posted in the cafeteria, restroom rules will be posted in the restrooms, and classroom rules will be posted in each classroom). The school pledge will be recited each day by all 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?

Teachers will review the rules weekly or as needed. The rules will be posted in every classroom. The school pledge will be recited each day by all students. There will be on-going professional development for teachers.

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REWARD/RECOGNITION PROGRAM

What type of reward system will you use?

Each nine weeks ribbons will be given to students with an "A" in citizenship.

Paw Bucks will be handed out to all students displaying exceptionally positive behavior. Students who meet their weekly goal will get a classroom incentive. Monthly rewards/activities will also be given to the students meeting their monthly goal.

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

1. Being Safe
2. Being Respectful
3. Being Responsible
4. Being a Good Listener

How will you implement the reward system?

Faculty and staff will pass out Paw Bucks to students who are displaying exceptionally positive behavior throughout the school day and on the buses.

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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.

Step one-Verbal warning

Step two-Teacher will conference with the student

Step three-Student will be given a classroom time-out

Step four-Student will be given a time-out in another classroom and the parent will be called

Step five-Student will be sent to the office with the Discipline Referral and the Office Referral filled out completely

Teachers are given a list of behaviors, such as any type of weapon, violent behavior or non-compliance act that would result in an immediate office referral. Teachers are instructed to call the office and ask if they are unsure about whether or not a behavior should be an immediate office referral.

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

Teachers will send home weekly citizenship reports to parents. Teachers will contact parents by phone as needed.

Teachers will set up conferences with parents as needed. Paw Bucks will be given out each day to reward students that are displaying exceptionally positive behavior.

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DISCIPLINARY PROCEDURES (continued)

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

Phone call to a parent
Conference with a parent
Office time out
Out of school suspension

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.

We have limited financial resources and will seek support from PTA, and our Partners in Education to help fund our incentive-based programs.

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?

We will train all faculty and staff on our school-wide behavior plan during one of first faculty meetings. The assistant principal and the guidance counselor will train new 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?

Students will walk quietly on the right side of the hall at all times.

Students will listen and follow directions the first time.

Students will keep their hands and feet to themselves.

In the cafeteria each class will empty their trays and line up at the same time.

All teachers will monitor the Red Light in the cafeteria. After the light goes red three times students will be on silent lunch.

When faculty and staff asks the students to "give me five" the students will raise their hand, stop talking, and listen to the speaker.

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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 review our goals as a school with the faculty and staff. We will ask for feedback about what is working and what is not working. We will counsel with individual teachers as needed.

We will encourage feedback at grade level meetings to be provided to School-Wide Behavior Committee and make recommended changes.

At the end of the 3rd 9 weeks additional feedback will be obtained in order to pre-plan for the next years School-Wide Behavior Plan.

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

We will use TERMS and Raptor to monitor referrals, attendance, tardies, and early check-outs

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?

We will ask for feedback from our PTA board members and our SAC members. PTA provides rewards for our Paw Buck parties, they also help the counselor and administration organize and supervise the parties.