

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

<b>School:</b> Holm Elementary School	<b>School Year:</b> 2013-2014	<b>Date of Plan:</b> 8/19/13
<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. Debra Simpkins	1. Principal
2. Cindy Stephens	2. Assistant Principal
3. Betty Isabelle	3. Resource Teacher
4. Judy VanBlaricom	4. Media Specialist
5. Lisa Jones	5. Teacher
6. Rachel Weidamoyer	6. Teacher
7. Scott Stetson	7. ESE Teacher
8. Erin Digmon	8. Teacher
9. Angie Barnes	9. Behavior Coach
10. Alexsonda Hale	10. Teacher
11. Tam Fischbeck	11. Guidance Counselor
12. Susan Tapparo	12. Teacher
13. Vanelda Mixon	13. Special Area
14. Kelly Reigle	14. School Psychologist

**STATEMENT OF PURPOSE**

**Behavioral Mission Statement:**  
A School where mutual respect, positive interaction, and engagement brings about academic and social success.

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

**BASELINE DATA**

**PREVIOUS SCHOOL YEAR 2011 - 2012**

<b>Office Discipline Referrals (ODR)</b>	
Number of Office Discipline Referrals (ODR)	136
Average ODR per Student (# ODR ÷ # of students enrolled)	.31
Number of Students with ODR	66
<b>Attendance</b>	
Average Daily Attendance	93.1
Excused Tardies ( <i>Elem</i> )	166
Unexcused Tardies ( <i>Elem</i> )	3,261
Excused Early Check-outs ( <i>Elem</i> )	303
Unexcused Early Check-outs ( <i>Elem</i> )	1307

<b>Out-of-School Suspensions (OSS)</b>	
Number of Incidents of Out-of-School Suspension (OSS)	47
Average OSS per Student (# OSS ÷ # of students enrolled)	.11
Number of Students with OSS	28
<b>In-School Suspensions (ISS)</b>	
Number of Incidents of In-School Suspension (ISS)	50
Average ISS per Student (# ISS ÷ # of students enrolled)	.12
Number of Students with ISS	42
<b>Bullying Prevention</b>	
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.).**

Academic data, RTI:B -database

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

**SCHOOL-WIDE BEHAVIORAL GOALS**

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

Out-of-school Suspensions (OSS) will decrease by 5% during 2013 - 2014 school year.

**2. Attendance**

Holm Elementary will hold attendance/tardy meeting twice a month. (beginning in September)

**3. Bullying**

Holm Elementary plans to provide bullying training to 100% of our student population by the end of the first semester.

**4. Office Discipline Referrals**

The number of Discipline Referrals (ORF) will decrease by 5% by the end of the 2013 - 2014 school year.

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

Holm Elementary will communicate the importance of being to school on time with parents and guardians 3 times a month during the 2013 - 2014 school year.

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

Holm Elementary will monitor early check-outs by presenting a letter of impact of early check-outs and have parents sign a log.

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

The number of students showing disrespect to adults/peers will decrease by 5% during the 2013 - 2014 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 will meet the second Tuesday of every month in the Media Center after student dismissal.

**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*.**

RTI:B database graphs  
Classroom Behavior Forms  
Referrals  
Behavior Coach/Tech data

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

Agenda  
Minutes from meetings

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

Faculty meetings  
Grade level meetings

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

**SCHOOL EXPECTATIONS AND RULES**

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

Safety First  
 Positive Attitude  
 Listen to Others  
 Always be Responsible  
 Show Kindness and Respect  
 Honor the Dolphin Code

<b>Rules/ Expectations:</b>	<b>Setting: Classroom</b>	<b>Setting: Cafeteria</b>	<b>Setting: Hallway</b>	<b>Setting: The bus</b>
Safety First	Feet on the floor Hands and feet to self Use school tools appropriately Stay in assigned area Stay in your personal space	Use inside voices, Red=silent lunch Raise your hand for help Eat your own food Always use good table manners Transition position,	Face forward Quiet Mouth Hands by your side Walk on the line	Stay in assigned seat Fasten seatbelt Keep everything inside backpack Hands and feet to self
Positive Attitude	Praise others for good deeds Learn new things with a positive attitude Be the best you can be Be a team player Don't give up	Use inside voices, Red=silent lunch Raise your hand for help Eat your own food Always use good table manners Transition position,	Face forward Quiet Mouth Hands by your side Walk on the line	Be patient Greet bus driver and assistant with positive attitude Nice to others
Listen to others	Listening position (eyes on speaker, quiet mouth, listening ears) Wait for your turn to talk Follow adult directions Raise hand and wait to be called on	Use inside voices, Red=silent lunch Raise your hand for help Eat your own food Always use good table manners Transition position,	Face forward Quiet Mouth Hands by your side Walk on the line	Follow directions from bus driver and/or assistant
Always be responsible	State the truth Hands and feet to self Use school tools appropriately Stay in assigned area Stay in your personal space	Use inside voices, Red=silent lunch Raise your hand for help Eat your own food Always use good table manners Transition position,	Face forward Quiet Mouth Hands by your side Walk on the line	Stay in your assigned seat Fasten seatbelt Keep everything inside backpack Hands and feet to self
Show kindness and Respect	Nice words to adults and peers	Use inside voices, Red=silent lunch Raise your hand for help Eat your own food Always use good table manners Transition position,	Face forward Quiet Mouth Hands by your side Walk on the line	Be patient Greet bus driver and assistant with positive attitude Nice to others

**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?**

Beginning of the year we will hold a training for faculty during pre-planning.

PBS kick-off with the students during the first week of school.

Splash News

School-wide expectations posted throughout the school.

Classroom rules and routines posted and reviewed regularly.

Behavior Matrix per grade level

Video-Modeling

**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?**

Learning for Life curriculum

Monthly newsletters (Firm, Fair and Consistent)

Lesson plans for teaching 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?**

Before and after breaks

After holidays

As needed

Teaching learning for life with a different theme every month

Classroom teachers and special area teachers regularly review the classroom rules and routines throughout the school year. When new students enter the teacher will use that opportunity to review with the entire class.

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

**REWARD/RECOGNITION PROGRAM**

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

Dolphin Dollars, every week students will have a chance to cash in their dolphin dollars to purchase items at the store, buy a ticket to a special event, or to buy coupons.

Fun Friday

Classroom incentives

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

Following school expectations

Following classroom rules

Transition position

Dolphin Diner Rules

Attendance

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

Faculty, staff, and administration will implement the system.

Dolphin Dollars will be given by every person who works on the school campus, teachers, teacher assistants, office staff, custodians, cafeteria staff, etc.

**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.**

If a student is having a recurring classroom behavior incident the student is first given a verbal warning and re-taught the expectation and specific rule concerning the infraction and recorded on the Holm Elementary Classroom Behavior Form. If the behavior continues than an intervention is given and recorded on the Behavior Form and sent home for parents to sign. If the behavior continues a office discipline referral may occur.

If a student commits a severe infraction (s), that is behavior deemed violent, dangerous, or destructive to others (fighting, weapons, etc), the teacher will notify the Behavior Support teacher or the administration immediately. Due process will be followed.

Data Specialist will enter information into TERMS and a Behavior Coach will enter it into RTI:B database.

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

Verbal warnings  
Re-state expectations and rules  
Re-teach expectations and rules  
Student conference  
Time-out in classroom or another assigned area  
Bullying training  
RtI  
Referral to Guidance, Behavior Support Teacher, or Behavior Coach  
Social Skills Training



**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?**

Student conference  
Re-teach expectation  
Seating change  
Peer mediation  
Time out  
Student contract  
Phone parent  
Loss of item/privilege  
Verbal cue  
Extra time spent on task  
Referral  
Classroom Behavior form

**For Middle or High Schools:**

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

N/A

**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.**

Classroom Behavior Forms  
PBS Handbook  
Funds for incentives  
Training for teachers on classroom management  
Time-out buddies

**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?**

The behavior team and administration will train the faculty and staff on the developed plan at pre-planning and faculty meetings during the first six weeks of school. After each nine weeks the data collected will be shared with faculty and staff. Open discussions will be held to address concerns as needed. Changes will be made when necessary.

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

Safety First  
Positive Attitude  
Listen to Others  
Always be Responsible  
Show Kindness and Respect  
Honor the Dolphin Code  
Transition Position  
Dolphin Diner Rules

**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?**

will provide faculty and staff incentives and compliments

Open communication about plan at faculty meetings

Ask for suggestions from faculty and staff

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

The PBS team will meet the second Monday of every month and make changes if necessary.

**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?**

Parent conferences

Newsletters

School Message calls

Reports from classroom teachers

Positive phone calls