

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

School: Pleasant Grove Elementary	School Year: 2013-2014	Date of Plan: 08/15/13
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. Pam Mullen	1. Principal
2. Linda Bonifay	2. AP
3. Carrie Wood	3. Teacher
4. Mae LaRock	4. Teacher
5. Lori Phinney	5. Teacher
6. Amanda Braswell	6. Teacher
7. Cheyanne Forbes	7. Teacher
8. Susan Ramsey	8. Teacher
9. Bea Nash	9. Teacher
10. Lori Crigler	10. Teacher

STATEMENT OF PURPOSE

Behavioral Mission Statement:
Pleasant Grove Elementary School community works together to create a safe, happy learning environment for students and faculty.

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

BASELINE DATA

PREVIOUS SCHOOL YEAR 2012 - 2013

Office Discipline Referrals (ODR)	
Number of Office Discipline Referrals (ODR)	123
Average ODR per Student (# ODR ÷ # of students enrolled)	.13
Number of Students with ODR	88
Attendance	
Average Daily Attendance	94.3
Excused Tardies (<i>Elem</i>)	437
Unexcused Tardies (<i>Elem</i>)	3070
Excused Early Check-outs (<i>Elem</i>)	5622 (for the year)
Unexcused Early Check-outs (<i>Elem</i>)	1844

Out-of-School Suspensions (OSS)	
Number of Incidents of Out-of-School Suspension (OSS)	45
Average OSS per Student (# OSS ÷ # of students enrolled)	.05
Number of Students with OSS	34
In-School Suspensions (ISS)	
Number of Incidents of In-School Suspension (ISS)	15
Average ISS per Student (# ISS ÷ # of students enrolled)	.02
Number of Students with ISS	13
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.).

Behavior logs of teachers and administration, referrals and suspensions.

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

SCHOOL-WIDE BEHAVIORAL GOALS

1. Out-of-school suspension

Decrease the number of repeat offenders of "at home time out"/OOS.

2. Attendance

Maintain or increase the average daily attendance.

3. Bullying

100 % of students in grades 3 - 5 will be trained in bullying prevention by November 2013

4. Office Discipline Referrals

Reduce the number of ODR referrals by 1 %.

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

Decrease the number of tardies by 1%

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

Decrease the number of early checkouts by 1%

7. Other School-wide Behavior Goal

Reduce the number of bus referrals by 1 %.

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.

Behavior Management Team will meet at the end of each grading period in the media center after school.

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*.

Data clerk will run a report of current data periodically. BMTeam will meet to analyze and discuss any revisions that need to be made.

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

Sign-in sheets and minutes of meetings.

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

Outcomes will be shared in faculty meetings and SAC meetings.

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

SCHOOL EXPECTATIONS AND RULES

List 3 – 5 school-wide expectations

Three rules for Pleasant Grove Elementary are:
Be Respectful, Responsible and Safe

Rules/ Expectations:	Setting: Classroom	Setting: Bathroom	Setting: Bus	Setting: Cafeteria
Respectful	Listen to teacher-treat others as you want to be treated-speak kindly to others-respect property of others	Use bathrooms appropriately-use inside voice-leave area clean and neat-wash hands before leaving	Sit seat to seat, back to back and feet to the floor-keep hands to self and talk quietly to the person next to you-use appropriate language	Use soft voice-eat your own food-clean area before leaving-use good lunchroom manners-walk appropriately to assigned areas
Responsible	Make good choices-help when needed-take care of books-complete work on time-listen and follow instructions	Use bathrooms appropriately-use inside voice-leave area clean and neat-wash hands before leaving	Sit seat to seat, back to back and feet to the floor-keep hands to self and talk quietly to the person next to you-use appropriate language	Use soft voice-eat your own food-clean area before leaving-use good lunchroom manners-walk appropriately to assigned areas
Safe	Keep hands and feet to yourself-	Use bathrooms appropriately-use inside voice-leave area clean and neat-wash hands before leaving	sit seat to seat, back to back and feet to the floor-keep hands to self	No running-dump trays appropriately

**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?

Administration will hold an assembly at the beginning of each semester to go over school rules and expectations to students and staff.

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?

Remind students on morning announcements
Teachable moments throughout the day
Guidance lessons

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?

Assembly beginning of each semester
Review weekly on morning announcements
Peer tutors and mentors
On-line safety training for staff and faculty

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

REWARD/RECOGNITION PROGRAM

What type of reward system will you use?

Praise for appropriate behavior

Announce attendance on morning news

"Caught Being Unusually Good" (BUG) Teachers are given a BUGs to give to students who are "Caught Being Unusually Goog". Students put the BUG in a grade level box to for a chance to win something special at the end of each month.

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

Citizenship Ribbons

How will you implement the reward system?

Behavior management Team/administration will meet with faculty and discuss reward system. Administration and classroom teachers will monitor attendance and will create bulletin board. Administration will make announcements each morning about attendance. Teachers are responsible for citizenship awards at the end of each grade level.

**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.

Teachers handle most discipline in their classrooms - documenting strategies implemented to resolve discipline concerns. A letter of the school discipline policy will go home in the first day packet for parents to sign and return. Teachers will utilize the discipline infraction report. When time comes for students to be sent to principal, this informs administration of strategies taken before student was sent. At that time, if needed, administration will complete referral on student.

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

Utilization of infraction report:
Conferences with students and parents
Time out in class or another room
Communication with parents (ie: phone calls, emails, notes home, etc)

**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?

Time-out, conference with parent/student, time-out in another class - lower citizenship grade, loss of privileges

For Middle or High Schools:

How do the adjudication guidelines complement your disciplinary procedures?

NA

**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.

Will train teachers at beginning of year on use of Discipline Infraction report

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?

Administration will go over plan with teachers at the beginning of year and will review during faculty meetings through-out school year as needed.

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

Posting rules - reminding students of these rules daily

**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?

Teachers have input in the development of plan - many ideas have come from them as they have seen the need.

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

Teachers will keep discipline log (discipline infraction report) in their class as well as administration keeping log each time they speak with student concerning behavior issues.

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?

Share plan with SAC and get input from parents. We receive incentives from local businesses that we use for behavior and attendance.