

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

School: Holm Elementary School	School Year: 2014-2015	Date of Plan: September 12, 2014
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Note: Please refer to the *Guidelines for Developing a School-wide Behavior Management Plan* for instructions and recommendations.

SCHOOL-WIDE BEHAVIOR TEAM

Name of Team Member in Attendance:	Role:
1. Debra Simpkins	1. Principal
2. Erin Digmon	2. Primary Gen Ed Teacher
3. Linda McGill	3. Behavior Representative
4. Susan Tapparo	4. Intermediate Gen Ed Teacher
5. Scott Stetson	5. ESE Teacher
6. Judy VanBlaricom	6. Special Area Representative
7. Vanelda Mixon	7. Special Area Representative
8. Lisa Jones	7. Primary Gen Ed Teacher
9. Robin McCoy	8. Assistant Principal

STATEMENT OF PURPOSE

Behavioral Mission Statement:

HOLM ELEMENTARY SCHOOL IS A SCHOOL WHERE MUTUAL RESPECT, POSITIVE INTERACTION, AND ENGAGEMENT BRINGS ABOUT ACADEMIC AND SOCIAL SUCCESS.

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BASELINE DATA

Refer to Progress Monitoring Form for data.

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.).

- RTI:B: STUDENT NAME (to monitor repeat behaviors)
STAFF MEMBERS MAKING REFERRALS (to monitor for professional development)
GRADE LEVEL OF REFERRALS (to determine grade level patterns)
LOCATION OF BEHAVIOR (to determine antecedents)
TIME OF DAY OF BEHAVIOR (to determine antecedents)
- AESOP: COMPARE STAFF ATTENDANCE IN RELATION TO REFERRALS MADE
- FOCUS/PEER: ESE REFERRALS COMPARED TO GENERAL EDUCATION REFERRALS
(to determine RTI needs)
- DOLPHIN DOLLAR DISTRIBUTION TOTALS
- REFLECTION JOURNALS COMPLETED BY STUDENTS AS A CONSEQUENCE FOR BUS MISBEHAVIOR

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SCHOOL-WIDE BEHAVIORAL GOALS

1. Out-of-school Suspension					
		10-11	11-12	12-13	13-14
Previous Data to Consider:	Average	.04	.09	.11	.06
	Incidents/Students	23/21	42/24	47/28	28/19
The number of Out-of-School Suspensions has decreased a great deal. The goal for the 2014-15 school year will be to decrease the number of suspension by 3%.					
2. Attendance:					
		10-11	11-12	12-13	13-14
	Average Daily Attendance	93.0	93.3	92.1	93.1
	Excused Tardies			377	166
	Unexcused Tardies			2905	3261
	Excused Check-outs			430	303
	Unexcused Check-outs			463	1307
Call outs to 100% of the absent student homes will occur daily. Check-outs will decrease by 40% during the 2014-15 school year.					
3. Bullying					
Holm Elementary School plans to provide bullying training to 100% of our student population by the end of the first semester.					
4. Office Discipline Referrals					
		10-11	11-12	12-13	13-14
Previous Data to Consider:	Average	.34	.37	.31	.14
	Incidents/Students	158/76	180/82	136/66	62/34
The number of Office Discipline Referrals will continue to decrease. The goal for the 2014-15 school year will be to decrease the number of office referrals by 4%.					
5. ISS					
		10-11	11-12	12-13	13-14
Previous Data to Consider:	Average	.19	.19	.12	.04
	Incidents/Students	98/59	90/46	50/42	18/15
The number of ISS will continue to decrease. The goal for the 2014-15 school year will be to decrease the number of office referrals by 1%.					
6. Campus Arrests					
N/A					
7. Other					
N/A					

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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. Describe responsible party.

THE TEAM WILL MEET ON THE FIRST TUESDAY OF EACH MONTH IN THE MEDIA CENTER AT APPROXIMATELY 2:30.

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*.

- CLASSROOM BEHAVIOR FORMS WILL BE COMPLETED BY STAFF MEMBERS & ENTERED INTO THE FOCUS DISCIPLINE SITE
- REFERRALS WILL BE MONITORED & PROCESSED AS NECESSARY
- RTI:B GRAPHS AND DATA WILL BE MONITORED THROUGHOUT THE SCHOOL YEAR.
- BEHAVIOR COACH/BEHAVIOR TECH DATA WILL BE MONITORED

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

The behavior coach will provide an agenda for each meeting and the minutes will be recorded.

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

THE SCHOOL-WIDE BEHAVIOR TEAM WILL SHARE DATA AND OUTCOMES WITH STAFF DURING FACULTY MEETINGS AND THROUGH EMAIL.

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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

Rules/ Expectations:	Setting: CLASSROOM	Setting: CAFETERIA	Setting: HALLWAY	Setting: BUS
Safety First	<ul style="list-style-type: none"> Feet on the floor Hands and feet to self Use school tools appropriately Stay in assigned area Stay in your personal space 	<ul style="list-style-type: none"> Use inside voices, Red=silent lunch Raise your hand for help Eat your own food Always use good table manners Transition position, carry tray with two hands 	<ul style="list-style-type: none"> Face forward Quiet Mouth Hands by your side Walk on the line 	<ul style="list-style-type: none"> Stay in assigned seat Fasten seatbelt Keep everything inside backpack Hands and feet to self
Positive Attitude	<ul style="list-style-type: none"> 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 	<ul style="list-style-type: none"> Use inside voices, Red=silent lunch Raise your hand for help Eat your own food Always use good table manners Transition position, 	<ul style="list-style-type: none"> Face forward Quiet Mouth Hands by your side Walk on the line 	<ul style="list-style-type: none"> Be patient Greet bus driver and assistant with positive attitude Nice to others
Listen to others	<ul style="list-style-type: none"> State the truth Hands and feet to self Use school tools appropriately Stay in assigned area Stay in your personal space 	<ul style="list-style-type: none"> Use inside voices, Red=silent lunch Raise your hand for help Eat your own food Always use good table manners Transition position, carry tray with two 	<ul style="list-style-type: none"> Face forward Quiet Mouth Hands by your side Walk on the line 	<ul style="list-style-type: none"> Follow directions from bus driver and/or assistant
Always be responsible	<ul style="list-style-type: none"> State the truth Hands and feet to self Use school tools appropriately Stay in assigned area Stay in your personal space 	<ul style="list-style-type: none"> Use inside voices, Red=silent lunch Raise your hand for help Eat your own food Always use good table manners Transition position, 	<ul style="list-style-type: none"> Face forward Quiet Mouth Hands by your side Walk on the line 	<ul style="list-style-type: none"> Stay in your assigned seat Fasten seatbelt Keep everything inside backpack Hands and feet to self
Show kindness and Respect	<ul style="list-style-type: none"> Nice words to adults and peers 	<ul style="list-style-type: none"> Use inside voices, Red=silent lunch Raise your hand for help Eat your own food Always use good table manners Transition position, 	<ul style="list-style-type: none"> Face forward Quiet Mouth Hands by your side Walk on the line 	<ul style="list-style-type: none"> Be patient Greet bus driver and assistant with positive attitude Nice to others

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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 Team created a powerpoint to introduce and review the PBS expectations. The teachers will show and discuss the content in each classroom.
- This year's kickoff will include a PBS Team Member dressing as a clown and promoting the PBS Store and Dolphin Dollars during lunch period.
- The PBS Team will setup an information table with a trifold handout for parents the night of Open House (September 11, 2014).
- The PBS expectations are posted throughout the building and included on the school website.
- SPLASH News

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?

- Staff members have access to the Learning for Life Curriculum and will highlight the character traits each month to select a student of the month for the EAEE program.
- Monthly Newsletters
- SPLASH News segments

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?

- The PBS Team will promote ongoing expectations through month PBS Store visits and during monthly events.
- Before and after each break from school the expectations and rules will be reviewed.
- The Learning for Life Curriculum will be taught throughout the school year.
- New students will be introduced to the Dolphin Code in their classroom.

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REWARD/RECOGNITION PROGRAM

What type of incentive/recognition/reward system will you use?

Dolphin Dollars, every day students will have an opportunity to earn Dolphin Dollars. The students may use the "dollars" to purchase items at the PBS Store and/or purchase an opportunity to attend a special monthly event.

Classroom teachers and staff use positive reinforcement through verbal praise, stickers, and treasure boxes.

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

Students will be rewarded or recognized through:

- Following school expectations
- Following classroom rules
- Transition position
- Dolphin Diner Rules
- Attendance & lack of tardies

How will you implement the reward system?

Faculty, staff, and administration will implement the reward system. Dolphin Dollars will be given to each employee for their use with students. Each month students will use their dollars for prizes or events.

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DISCIPLINARY PROCEDURES

How do the adjudication guidelines complement your disciplinary procedures?

The adjudication guidelines recognize the difference between classroom infractions, minor behavior situations, and major discipline instances. Holm Elementary School faculty and staff members adhere to those guidelines. Classroom teachers have established rules and consequences for infractions within the realm of correction within the classroom. Minor and major discipline issues may require the assistance of the behavior coach, behavior technicians, or administration. Referrals are submitted and processed according to district policy.

Holm Elementary School is unique in the accommodations provided the special needs student population. The need for sensory breaks, de-escalating periods, check-in or checkout locations, and self-monitoring check sheets provides additional support in the area of behavior.

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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.

Training for the RTI:B system has been provided to the Behavior Coach by district personnel.

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 PBS team consists of teachers from each grade level to saturate the campus with informed support staff. New employees are mentored by team members and grade level chairs. During the monthly PBS meetings the agenda includes events and rewards, discipline data, and staff needs.

Additionally, new teachers receive the employee handbook with a wealth of pertinent information.

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

Faculty and staff members are made aware of the Dolphin Code which addresses school-wide expectations. Posters, trifold flyers, and the Splash News continue to reinforce those routines and procedures.

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TRAINING AND IMPLEMENTATION (continued)

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

Dolphin Dollars are printed and placed in staff member's mailboxes for positive reinforcement.

Students' work diligently to earn Dolphin Dollars and purchase rewards.

Teachers are continuously reminded of the school expectations and the monthly events scheduled through PBS.

Surveys to be completed by staff members.

Open communication about the plan at faculty meetings.

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

The PBS team will meet once a month and make changes as needed. The team consists of faculty members from various areas and grades to ensure equal representation.

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?

Open House: The PBS team will distribute flyers to all parents

Parent Conferences: Teachers will discuss expectations with parents

Positive phone calls: Staff members are encouraged to make call to make positive phone calls

Newsletters: School newsletters are sent with each child

School Messenger Calls: Parents will be reminded of PBS events and rewards

Describe how you will monitor the effectiveness of your I.L.E. program.

N/A