

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

School: Pine Meadow Elementary	School Year: 2014-15	Date of Plan: 9/5/14
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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 (Principal, Teacher, Parent, etc.):
1. Terri Fina	1. Principal
2. Mark Yelverton	2. Parent
3. Jay Watts	3. Behavior Representative
4. Pat Crosby	4. Gen Ed Teacher
5. Pam Garrison	5. ESE Teacher
6. Chelle Melville	6. 2nd grade
7. Melanie Johnson	7. 4 th grade
8. Julie Kendall	8. 3 rd grade

STATEMENT OF PURPOSE

Behavioral Mission Statement:
To provide a safe working, learning, and friendly environment for all students, faculty, and staff at Pine Meadow Elementary School.

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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.).

- Behavior monitoring in hallways, and classrooms is on-going.
- Principals and teachers will look at academic data and attendance as it relates to student behavior school wide.
- School wide training on bullying prevention.
- On-going monitoring of classroom referrals.
- On-going monitoring of grade level referrals.
- Look at areas around the campus where behavior problems continue to occur.
- Look at the time of day and grade level of students that are having behavior problems.
- Monthly meetings with the 2014-15 School-Wide Behavior Team.

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SCHOOL-WIDE BEHAVIORAL GOALS

1. Out-of-school Suspension
Decrease the out of school suspension rate by .5%.
2. Attendance
Increase the daily attendance rate by 0.1%.
3. Bullying
Train 100% of all faculty, staff and students on bullying.
4. Office Discipline Referrals
Reduce the number of office discipline referrals by 0.5%.
5. ISS
N/A
6. Campus Arrests
No school arrests for the 2014-15 school year.

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7. Other

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 Pine Meadow discipline team meets the 4th Wednesday of every month to review the behavior data.

The discipline team will meet in the kindergarten/ 1st grade hallway at 2:20. (Room 5)

The team will choose a team leader during their first meeting. The team leader will be responsible for running the meeting and reporting back to Mr. Watts.

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*.

Collecting Data: Use established formal & informal referral process.

Summarizing Data: Pine Meadow will use FOCUS "Incident Summary" and "Action Summary" reports. We will also use the in house referral reports.

Database: FOCUS will remain the primary database for behavioral data.

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

The school-wide behavior meetings will be documented through monthly sign-in sheets.

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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 have an initial meeting with the faculty in order to go over the SWBM plan.

On-going monitoring through weekly grade level meetings.

School Wide Behavior Theme will be displayed throughout the school: P.A.W.S. & Think!

- P-roblem Solve
- A-ct Responsibly
- W-ork Together
- S-how Respect

SCHOOL EXPECTATIONS AND RULES

List 3 – 5 school-wide expectations

- P.A.W.S. & Think!
- P-roblem Slove
- A-ct Responsibly
- W-ork Together
- S-how Respect

Rules/ Expectations:	Setting: Classroom	Setting: Hallways	Setting: Restrooms	Setting: Lunchroom
P-roblem Solve A-ct Responsibly W-ork Together	P.A.W.S. & Think! Raise Hand	P.A.W.S. & Think! Quiet	P.A.W.S. & Think! Keep Restroom Clean	P.A.W.S. & Think! Students silent

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S-how Respect	Eyes on Speaker Ears Listening Use Encouraging /Kind Words/Inside Voices Be Respectful	Walk Silently Keeps Hand & Body to Self Maintain Place in Line Walk in single file Line	Flush Toilet Wash Hands with Soap and Dry Hands Respect Privacy Quiet Voices	when entering and leaving the lunchroom. Silent lunch first ten minutes. (Red Cup) Students can whisper to neighbors last fifteen minutes of lunch. (Green Cup) Cups will be visible on each table.

TEACHING EXPECTATIONS AND RULES

How will your school introduce the school-wide expectations and rules to all of your students and staff?

Orientation – August 4, 2014 @ 9am
 Open House Night – September 11, 2014 @ 5:30
 Classroom and small group Instruction
 Posted on Pine Meadow’s Web Site

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Review and discuss with Faculty and Staff August 11, 2014 @ 8 am
Daily and weekly reports sent home to parents
Closed Circuit TV

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?

On-going review of rules in the classroom
Guidance lessons in the classroom and through videos
Bright idea recognition of staff demonstrating unique way to review expectations and rules in their classrooms.
Closed circuit tv.

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?

On-going review in classrooms
Classroom newsletters
Closed circuit tv.
Grade level meetings.
Faculty meetings.
Guidance lessons in the classroom

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REWARD/RECOGNITION PROGRAM

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

- Closed circuit tv.
- Students of the month.
- Terrific citizens
- Compliments from faculty and staff.
- IPAD time with Principals
- Lunch with Principals
- Classroom teacher's positive behavior rewards system.

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

- Setting good examples for peers
- Following school rules.
- Staying on task.
- Doing good deeds.
- Good/improved behavior.

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How will you implement the reward system?

Closed circuit tv.
Students of the month.
Terrific Citizens
Compliments from faculty and staff.
A & AB Honor Roll

DISCIPLINARY PROCEDURES

How do the adjudication guidelines complement your disciplinary procedures?

Grades Kindergarten, first, and second grade (Minor Behavior Incidents)

1. Verbal warning
2. 2. Time out inside the classroom and citizen grade lowered.
3. 3. Time out in in another teacher's classroom within close proximity and contact parent (note, phone call, or e-mail)
4. If the inappropriate behavior continues, then the teacher/team needs to set up a face to face conference with the parent(s).
5. In-house office referral completed (with steps 1 – 4 documented and attached to the in-house referral)

Note: Administration will decide on consequences from this point.

Grades Third, Fourth, and Fifth (Minor Behavior Incidents)

1. Verbal warning
2. Citizenship lowered/behavioral contract enforced
3. Contact parent(s) note, phone call, or e-mail.
4. Loss of privileges
5. If the inappropriate behavior continues, then the teacher/team needs to set up a face to face

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conference with the parent(s).

6. In-house office referrals completed (with steps 1 – 5 documented and attached to the in-house referral)

Note: Administration will decide on consequences from this point.

Major behavior incidents

1. Teacher and staff will contact Administration immediately and fill out referral in FOCUS.

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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.

In-house training of staff will be completed by administration and guidance
Response to intervention (RTI) will be completed by the RTI team and our school Psychologist.
Safety patrol will be trained by the safety patrol coordinator.
5th grade flag team will be trained by area Scout leader.

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 staff through on-going faculty and staff meetings.
Grade level meetings.

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

P.A.W.S. & Think! Posters will be displayed throughout the building.
P-robblem Solve
A-ct Responsibly
W-ork Together

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S-how Respect

Teachers and staff will review all rules and expectations throughout the school year.
School rules and expectations will be review on close circuit tv.
Guidance counselors will visit classrooms do lessons.

TRAINING AND IMPLEMENTATION (continued)

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

Frequent and on-going communication with faculty and staff concerning the school-wide behavior management plan.

Faculty meetings
Grade level meetings

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

Frequent and on-going communication with faculty and staff concerning the school-wide behavior management plan.

Faculty meetings
Grade level meetings.
Number of referrals sent to office.

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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?

Call out to Parents
Invitations to parents for school activities
Invitations to parents to volunteers for activities and field trips.

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