

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

School: JIM ALLEN ELEMENTARY	School Year: 2016-2017	Date of Plan: SEPTEMBER 20, 2016
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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. Rachel Watts	1. Principal
2. Susan Dorman	2. Assistant Principal
3. Anne Fillingim	3. Behavior Representative/Guidance Counselor
4. Beth Webb	4. ESE Teacher
5. Courtney Reaves	5. PreK Teacher
6. Shelly Helton	6. Kindergarten Teacher
7. Heather Horne	7. First Grade Teacher
8. Nicole Everette	8. Second Grade Teacher
9. Lacey Brown	9. Third Grade Teacher
10. Cheryl Massey	10. Fourth Grade Teacher
11. Kenny Meadows	11. Fifth Grade Teacher
12. Greg Sexton	12. Special Area Teacher

STATEMENT OF PURPOSE

Behavioral Mission Statement:

The school community including parents, students, faculty, and staff must work together to prepare each child to function effectively, to become self-sufficient, and to instill a sense of discipline and responsibility toward self, family, school, community, and country.

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.).

- *Attendance data*
- *Tardy / check out data*
- *Discipline referrals data*
- *% of students able to participate in "Citizenship Celebration" for A citizenship*
- *feedback from teacher / students about the behavior incentives*
- *Jaguar Virtues*

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SCHOOL-WIDE BEHAVIORAL GOALS

<p>1. Out-of-school Suspension</p> <p><i>Out of school suspensions will decrease by 10% by 5/24/17.</i></p>
<p>2. Attendance</p> <p><i>Average daily attendance will decrease by .1% by 5/24/17.</i></p>
<p>3. Bullying</p> <p><i>100% of students will receive bullying training by second semester.</i></p>
<p>4. Office Discipline Referrals</p> <p><i>Less than 10% of students will receive an Office Discipline Referral (ODR).</i></p>
<p>5. Other</p> <p><i>We will reduce the number of unexcused tardies. We will reduce the number of unexcused checkouts. Administration will make calls to parents, have conferences for students with excessive tardies, checkouts, and absences as well as utilize the Visiting Teacher.</i></p>

PROGRESS MONITORING

<p>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.</p> <p><i>We will conduct monthly meetings. The responsible party will include school administration and the school leadership team.</i></p>
<p>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 <i>School-wide Behavioral Data Guide</i>.</p> <p><i>Our data clerk will provide a printout of the behavioral data, FOCUS reports, and tardy and checkout sheets.</i></p>
<p>How will your school document the school-wide behavior team meetings?</p> <p><i>Administration will document meetings.</i></p>
<p>Describe how your school-wide behavior team will share the data and outcomes with your faculty, staff, and other stakeholders?</p> <p><i>Faculty meetings, PTA, Advisory Council Meetings</i></p>

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SCHOOL EXPECTATIONS AND RULES

List 3 – 5 school-wide expectations

Jim Allen Elementary Jaguars will

**BE RESPECTFUL
KEEP HANDS AND FEET TO THEMSELVES
BE KIND AND POLITE**

Our Jaguar Virtues are: knowledge, cooperation, kindness, gratitude, patience, responsibility, honesty, perseverance, courage, and self-control.

Rules/ Expectations:	Setting: HALL	Setting: CLASSROOM	Setting: CAFETERIA	Setting: RECESS
<i>Be respectful to adults and peers</i>	<i>Be quiet and watch out for others</i>	<i>Be ready to listen and use manners</i>	<i>Chew with mouth closed and clean up after yourself</i>	<i>Follow rules and directions</i>
<i>Keep hands and feet to yourselves</i>	<i>Walk with hands by your sides</i>	<i>Respect personal space</i>	<i>Respect personal space</i>	<i>No rough play</i>
<i>Be kind and polite</i>	<i>Be a friend to others</i>	<i>Help students and teacher</i>	<i>Talk quietly and nicely</i>	<i>Help others join in</i>

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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?

Staff will be trained during a faculty meeting.

Students will be introduced to the expectation on the CCTV. Ms. Webb's class will continue to create videos demonstrating the virtues. All students will view the videos on CCTV.

There is a virtue wall in our hallway for students to view. It includes the Virtue of the month, ways to develop that virtue, what it means, and quotes.

Classes also post virtues.

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?

- CCTV
- Guidance Programs
- Guest speakers will come to present for bullying prevention.
- Faculty and staff participation for Unity Day
- Lessons on bullying provided by Guidance Counselor
- Teachers will model the expectation and teach classes appropriate behaviors.
- Discuss characters in books during read aloud and how certain characters demonstrated examples and non-examples of school wide expectations.
- Students can practice writing with prompts that address 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?

The behavior plan will be reviewed at the beginning of each semester. Expectations and rules will be reviewed each day on the CCTV show. Teachers will also review in the classrooms.

REWARD/RECOGNITION PROGRAM

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

Individual teachers recognize weekly citizenship through Fun Friday: computer time, treasure box, extra recess, rewards and incentives.

Nine week recognition through school wide reward for A Citizenship Celebration.

Classroom compliment jars

Fifth Grade All Star Jags

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

Setting examples for peers

Following school rules

Exhibiting good manners

Citizenship grades

How will you implement the reward system?

All staff members will participate in rewarding exemplary behavior.

Quarterly recognition for A citizenship at lunch.

DISCIPLINARY PROCEDURES

How do the adjudication guidelines complement your disciplinary procedures?

The adjudication guidelines complement our disciplinary procedures by allowing a process for minor infractions. The guidelines help clarify the steps involved prior to a student receiving a discipline referral. Teachers follow the necessary guidelines unless a major infraction occurs. We make every effort to keep students in the classroom in order to maximize learning.

TRAINING AND IMPLEMENTATION

Describe any training needs, material needs, and/or environmental arrangements necessary to implement your school-wide behavior management plan.

Incentives for Citizenship Celebration each nine weeks such as popsicles, stickers, ribbons, pencils, etc.

Fifth grade teachers plan and implement All Star Jags.

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?

All faculty/staff will be trained during a faculty meeting. Any new faculty/staff who arrive later in the year will meet with the principal/assistant principal to go over our plan.

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

Bulletin board displays and posters

Remind students of the school and bus rules

Faculty and staff will look for students exhibiting good manners and the Jaguar Virtues.

Daily announcements on CCTV.

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TRAINING AND IMPLEMENTATION (continued)

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

Each grade level will have a representative on our School Wide Behavior Team.

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

- *Observation*
- *Participation in Citizenship Celebration*
- *Feedback from faculty/staff*
- *Analyze data (discipline referrals, bus referrals, attendance, and tardies)*

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?

- *School Advisory Council*
- *Letter to parents*
- *School Messenger System*