

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

School: Navy Point Elementary School	School Year: 2016 - 2017	Date of Plan: August 22, 2016
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. Monica Ford-Harris	1. Principal
2. Laurie Cothran	2. Assistant Principal
3. Pam Frick	3. PBS Coach / Behavior Rep
4. Andrea Washington	4. Guidance Counselor
5. Briana Fails	5. Kindergarten rep
6. Kanisha White	6. 1 st grade rep
7. Bernita Gooden	7. 2 nd grade rep
8. Kelli Lowe	8. 3 rd grade rep
9. Temeika Robinson	9. 4 th grade rep
10. Mary Alice Case	10. 5 th grade rep

STATEMENT OF PURPOSE

Behavioral Mission Statement:

All members of the school community work together to motivate students to develop into successful learners, good citizens, and future leaders.

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.).

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

We are tracking attendance, tardy, and early checkout data through the use of FOCUS and Raptor. Our attendance team will meet with the school social worker every Wednesday to discuss identified students/families. Meetings will be held as deemed appropriate with parents to discuss a plan of action to assist them in improving student attendance, which will lead to increased student achievement. We are planning to keep a school-wide attendance bulletin board that tracks classrooms that have above 90% attendance for the week. Classrooms will receive a star for each week.

Parent, student, and staff surveys will be completed to gauge Navy Point's progress toward PBS goals. Our survey data from last school year indicated that parents and students were not aware of the three R's and were not regularly told why they were receiving reinforcement for certain behaviors. We will continue to survey and the data will be used to adjust our plan as necessary.

We will also be tracking our behavioral data through the use of RtIB. This platform will allow us to track referrals by grade level, location, problem behavior, time of day, students, motivation and classroom teacher. This data will be used to form and adjust target groups for counseling or intervention groups.

Faculty attendance is also going to be monitored this year using the Aesop system. Meetings with those individuals who demonstrate a pattern of absences will be addressed through informal/formal conversations as needed, as well as reflected in the E3 evaluation system.

SCHOOL-WIDE BEHAVIORAL GOALS

1. Out-of-school Suspension

Navy Point will decrease the number of incidents coded as OSS by 40%. Last year we had 33 incidents with this code.

2. Attendance

Navy Point will decrease the number of tardies by 65%. Last year we had 4,792 for the year.

3. Bullying

Navy Point will maintain zero incidents of bullying; last year the number of bullying incidents reported was zero.

4. Office Discipline Referrals

Navy Point will decrease the number of ODR by 50% or more. Last year we had 84 ODR.

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

<p>Mrs. Frick is the facilitator for our PBS team. She will be responsible for developing the agenda items and delegating tasks as needed. The team will meet the first Wednesday of each month. Ms. Washington and Ms. Case will be providing the data for the team to review.</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>Teachers will enter discipline referrals into FOCUS. Once the referral has been processed in FOCUS by an administrator, Ms. Washington will enter the same referral in the RtIB system allowing the team to analyze the data even further. Ms. Washington and the administrative team will meet prior to the meeting each month to identify what information will be shared. The team will then brainstorm ideas on how to address the problem areas and share out to staff members any changes to the plan. All classroom teachers will be using the same classroom discipline plan, which tracks students behavior and citizenship grades consistently across the school. We will use a Google Form to collect classroom incident reports and the summary of data collected will be shared with the PBS team each month.</p>
<p>How will your school document the school-wide behavior team meetings?</p> <p>Mrs. Frick will provide an agenda for each meeting and take minutes to be shared out at the beginning of each meeting as a recap.</p>
<p>Describe how your school-wide behavior team will share the data and outcomes with your faculty, staff, and other stakeholders?</p> <p>Members of the PBS team will be assigned the role of sharing out the data at each monthly faculty meeting. At this time and changes to the school-wide plan will be shared as well. A representative from the PBS team will also present information at the monthly SAC meetings.</p>
SCHOOL EXPECTATIONS AND RULES
<p>List 3 – 5 school-wide expectations</p> <p>Be Respectful Be Responsible Be Ready</p>

Expectations (We ARE...)	Cafeteria	Hallway	Recess	Bus Area	Restrooms	Back Gate	Classroom
-------------------------------------	------------------	----------------	---------------	-----------------	------------------	------------------	------------------

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

RESPECTFUL	<p>Talk quietly to the people at your table</p> <p>Leave the area clean for the next class</p> <p>Say please and thank you</p>	Yield to adults and younger students	<p>Keep hands and feet to yourself</p> <p>Use kind words</p>	Keep hands and feet to yourself	<p>Flush the toilet</p> <p>Give privacy to other students</p>	<p>Keep hands and feet to yourself</p> <p>Use kind words</p>	<p>Raise your hand for permission to speak</p> <p>Following directions the first time</p> <p>All school members speak kindly to others</p>
RESPONSIBLE	<p>Keep hands and feet to yourself</p> <p>Pick up after yourself</p>	Go directly where you need to be	<p>Share with others</p> <p>Stay in recess area</p> <p>Follow directions give by the teacher</p>	Report problems to an adult	<p>Wash your hands</p> <p>Throw paper towels in the trash</p>	<p>Go directly where you need to be</p> <p>Walk your bike to the bike rack</p>	Keep hands and feet to yourself
READY	<p>Keep your bottom in the seat and feet on the floor</p> <p>Focus on eating</p>	Transition position	Wear safe shoes	Buckle seatbelt	Leave it clean for the next student	Transition position	

TEACHING EXPECTATIONS AND RULES

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

During the pre-school week the PBS team reviewed the school-wide expectations and rules. Various strategies were used such as role play, table activities with turn and talks, as well as a

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

PBS table has been linked to our school webpage. The PBS team helped develop the school wide citizenship plan, which was shared with the faculty at this time as well.

All classrooms received lessons developed by the PBS team at the beginning of the school year as they relate to each school-wide expectation and setting. Lessons were scripted and scheduled.

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?

Members of the PBS team developed lesson plans for the various targeted areas of the school. These lessons were to be taught during the first month of school. The team has decided to do a word of the month related to PBS to keep the kids focused on making good choices. Once per month, each classroom will receive a character education lesson related to the word of the month as it applies directly to being a student at Navy Point.

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 teachers will be responsible for ensuring that new students receive an orientation in the room to PBS. The PBS team will do a refresher training in October 2016 and in January of 2017 with teachers to remind them of the expectations/rules and update them on any changes to the plan. A selected group of students will become our PBS ambassadors and they will orient new students with the PBS rules and create a video that will be played for new students.

REWARD/RECOGNITION PROGRAM

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

Description: Teachers will reward students with Navy Point Pilot Patches for positively displayed behaviors specific to the school-wide expectations as defined by the School-Wide PBS rules and expectations matrix.

- Regular classroom teachers are required to give a **minimum** of 2 of each type of Patches Per Day
- Special area or departmentalized teachers are required to give a minimum of 2 Patches per class period
- All other staff members (Admin, counselor, custodians, media, technology, etc...) are required to give a minimum of 1 of each type of Patches Per Day
- Patches **cannot** be taken away, under any circumstances
- Teachers can give Patches to any student in the school

How can Patches be spent?

School Store: Every 2 weeks as scheduled;

Real Patches: If a student receives 35 of the same type of patch, they can trade them in for a real pilot patch to be ironed onto their T-shirts.

Monthly PBS Event: On the last Friday of each month, we will hold a monthly PBS event. (Ex: K-9 dog, military visitor, Zumba, etc...) Students will be rewarded for A/B grades in citizenship for the month. One

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

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

teacher per grade level will keep the students that have not earned the right to attend the event. Teachers will reteach identified problem behaviors for the grade level.

- A higher ratio of positive reinforcement to behavior correction is expected
- Students will be rewarded with Navy Point Pilot **Patches**; a patch specifically designed for the rule they are following will be rewarded
- Students' weekly citizenship grades will reflect the adherence to these rules; students will be rewarded within their classrooms for their successful weeks.
- Students participate in monthly citizenship events when receiving an A or B in citizenship for the month
- Students can spend their patches at our PBS store

Students will be rewarded for behaviors as they relate to being ready, responsible, or respectful. Teachers are expected to give the correct color patch for the behavior they see. Behaviors that align with the school-wide expectation matrix are rewarded.

How will you implement the reward system?

The staff will receive a PBS booster session during the pre-school planning week. Staff was already familiar with the reward system but just needed information on how the system was being adjusted for the current school year. PBS team survey data from the end of the year was used to make the adjustments and these adjustments were shared as they tied with that data.

DISCIPLINARY PROCEDURES

How do the adjudication guidelines complement your disciplinary procedures?

We feel that the adjudication guidelines complement our disciplinary procedures this year. We are seeking to be more positive in how we address the situations with students with hopes of it leading to a more positive year with our discipline data ☺ We are expecting more classroom based consequences with the focus on re-teaching the appropriate behaviors. The adjudication guidelines will be a reference point if needed for more severe behaviors.

TRAINING AND IMPLEMENTATION

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

Our team was trained in PBS during the summer of 2014. At that time we received many resources that helped to guide our development of the school-wide behavior plan. The team in turn trained our staff during pre-school. At this time we don't have any need in these areas.

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?

Our faculty was trained initially during pre-school planning week at the onset of the 2014-2015 school year. As we approached year three of implementation, we added several new faculty members. To assist with this, we added a representative from each grade level to our PBS team. These representatives are required to report out to their teams monthly. We updated all of our PBS documents and provided every faculty member with a folder containing these materials along with a review and training of the use of all materials provided.

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

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

The use of the school Teacher Share Folder and the addition of all PBS related notes and agendas is the main form of communication. Each month, there will be a PBS update at the faculty meeting. Grade level PBS representatives are required to share the meeting information with each grade level each month.

TRAINING AND IMPLEMENTATION (continued)

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

Once 7 students in a teacher's homeroom class have purchased the same patch, the teacher will also receive that patch. Tied to the patch will be an incentive for teachers; either early out, duty free lunch, or duty free recess. This will allow teachers to focus on recognizing certain behaviors and teaching expectations related to certain behaviors.

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

The PBS team will meet monthly to review the school-wide student behavior data, the amount of patches being passed out will be tracked on a monthly basis to determine participation by teacher, and as the administrative team completes classroom walks they will monitor as well for the use of the school-wide expected strategies.

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?

Parents and community members will be invited to partner with NP for our monthly reward activities tied to PBS. Each month a member of the PBS team will be responsible for organizing the school-wide event for the month that students are invited to based upon citizenship grades.

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

N / A