

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

School: Scenic Heights Elementary School	School Year: 2016-2017	Date of Plan: Sept. 28, 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. Jeripaula Musgrove	1. Grade 3 Teacher (Secretary)
2. Charles Freeny	2. Grade 4 Teacher
3. Quientella Bonner	3. Special Area Teacher
4. Jennifer Etheredge	4. Guidance Counselor
5. Melissa Thompson	5. Kindergarten Teacher
6. Megan Fieleke	6. Grade 1 Teacher
7. Karla Trawick	7. Grade 5 Teacher (Committee Chair)
8. Darlene Suhrheinrich	8. Grade 2 Teacher
9. Alicia LaFrance	9. Assistant Principal
10. Mary Ellen Wiggins	10. Principal

STATEMENT OF PURPOSE

Behavioral Mission Statement:

All staff and students at Scenic Heights Elementary School will work together to help everyone reach their fullest potential. Everyone will be treated with dignity and respect. Any behavior or action that helps someone grow and mature will be encouraged. Staff will keep students focused on our school guidelines for success.

BASELINE DATA

2015-2016 Cumulative Year Data:

- Number of Office Referrals – 48
- Number of Out of School Suspensions – 16
- Number of In School Suspensions – 14
- Attendance – 95%
- Number of Tardies – 4,076

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Percent of Students Trained on Bullying Prevention – 100%
Percent of Staff Trained on Bullying Prevention – 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.).

Scenic Heights would like to continue to reduce the number of students who are tardy – using Focus Student Data Base to track the data based on programs/activities to encourage students to arrive to school on time. The Responsibility Committee will monitor and recommend programs to administration.

Scenic Heights would like to reduce the number of discipline referrals by increasing student engagement – using Focus Student Discipline Reports to track the data noting number of repeat offenders, location and time of day. The Responsibility Committee will monitor and track the data quarterly and make recommendations to administration.

Student surveys and reports from guidance will be used to track any incidents of bullying.

SCHOOL-WIDE BEHAVIORAL GOALS

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| 1. | <p>Out-of-school Suspension
We will decrease the number of out of school suspensions by 5% based on the data from 2015-2016.</p> |
| 2. | <p>Attendance
We will reduce the number of students tardy by 10% as compared with the 2015-2016 school year.</p> |
| 3. | <p>Bullying
We will continue to train 100% of our staff and students and eliminate the number of reported incidents of bullying reported to our school guidance counselor.</p> |
| 4. | <p>Office Discipline Referrals
We will reduce the number of office discipline referrals by 5% as compared to the 2015-2016 school year.</p> |
| 5. | <p>Other
N/A</p> |

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.

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Describe responsible party.

The Responsibility Committee will meet the last Wednesday of each month at 2:15 in the conference room. The Committee chair is Mrs. Karla Trawick.

The committee is comprised of teachers from all grades levels and special area, the guidance counselor and school administration.

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*.

Using Focus Information System the assistant principal will bring the number of quarterly tardies, office referrals, suspensions and after school detentions and the committee will analyze and make recommendations. The guidance counselor will report any incidents of bullying.

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

Mrs. Trawick will maintain monthly sign in sheets and Mrs. Musgrove will record minutes of the meeting and provide a copy to Mrs. Wiggins.

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

Members of the Responsibility Committee will be required to bring information discussed and decisions made back to share with their grade levels.

SCHOOL EXPECTATIONS AND RULES

List 3 – 5 school-wide expectations

- Be Responsible
- Always Try
- Do Your Best
- Be Cooperative
- Be Respectful

Rules/ Expectations:	Setting:	Setting:	Setting:	Setting:
Be Responsible	Transition Position – in line	Walk from one location to the next	Keep your area clean	Clean up after yourself

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Always Try	To complete your work	To follow the rules and procedures	To sit correctly in the cafeteria	Sit in assigned seat and wear seatbelt on the bus
Do your best	Following directions	Do not bring anything to school that is not allowed	Walk with a buddy if outside the classroom	Whisper when the music is not playing in the cafeteria
Be Cooperative	Help others	Tell an adult if there is a problem	Go directly to your destination	Throw you trash away silently in the cafeteria
Be Respectful	To adults	Use minimal amounts of toilet paper and soap	Walk on the right side of the paths	Whisper in cafeteria when the music is not playing

TEACHING EXPECTATIONS AND RULES

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

An assembly is held with every grade to review the rights and responsibilities handbook and parents and students are asked to sign the acknowledgement page.

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?

During the morning TV news the principal will highlight daily “Caught Being Good” dog bone recipients. Students will then select a small prize. Students who are doing the morning pledge on TV will also be asked to recite the guidelines for success. Weekly, the guidance counselor will present an anti-bullying tip.

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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?

Twice a year – August and January – the student council students (5th grade) will make a video role playing expected behaviors – this will be shared with staff during preplanning and on the morning TV news with students

Students will be given the rights and responsibility handbook and asked to review with their parents.

REWARD/RECOGNITION PROGRAM

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

Each teacher will implement a positive classroom management system for their classrooms. The school wide “Caught being Good/Bone” program will be reinforced on the daily morning news and by all teachers and staff.

To reinforce the importance of coming to school on time a quarterly incentive will be given to those students not tardy – freeze pops, dance party, etc.

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

Following the School Guidelines

No unexcused tardies

How will you implement the reward system?

Caught Being Good – Students caught making good choices will receive a paper dog bone. They can turn their dog bones in at the office for a sticker and a chance to be the winner of the day to go on the morning news with the principal. Every 9 weeks 9 additional names are pulled and students are highlighted on the morning news and given a token prize.

Every 9 weeks students with no unexcused tardies will be rewarded as a group with the prize/activity that has been decided upon by the Responsibility Committee.

DISCIPLINARY PROCEDURES

How do the adjudication guidelines complement your disciplinary procedures?

The adjudicated guidelines complement the Scenic Heights disciplinary procedures by providing a progressive model of discipline that exemplifies the current model of discipline used at the school.

The disciplinary matrix provides examples of intervention strategies to reduce undesirable behaviors in a constructive less punitive manner. In addition, the incidents are categorized into level 2 (serious infractions), and level 3 (severe infractions) with three phases in each level for developing, continuing and unresponsiveness to corrective procedures.

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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.

Using funds budgeted materials are purchased that include parent notices for in-school timeouts, after school detentions, discipline referrals, dog bone coupons and prizes.

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?

Teachers will review the school-wide expectations with students at the beginning of the year and in the middle of the year. The expectations are posted on the Scenic Heights website.

During the morning news and at the beginning of the year and middle of the year on staff training days administration will review school-wide procedures and expectations using the video of expected behaviors created by the 5th grade student council.

After each monthly Responsibility Committee meeting the committee will bring information back to be reviewed with the teachers.

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

The charge of the Responsibility Committee is to keep the faculty informed. Daily TV news highlighting responsible students via the use of the dog bone system keeps faculty and students engaged.

Quarterly the Responsibility Committee will review discipline and attendance data and discuss progress of the SWBMP goals.

Faculty and staff will monitor student attendance and reward/compliment students following the school rules and being on time to school.

TRAINING AND IMPLEMENTATION (continued)

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

Teachers will review the school-wide expectations with students at the beginning of the year, and after each school break. The expectations are also posted in the school for students to refer to and on the school website.

During the morning news the school administration will also review the school-wide routines and procedures reminding faculty and students of expectations.

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

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The Responsibility committee will monitor the quarterly data of the SWBMP – in the areas of discipline, attendance, and bullying.

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 will be invited in for student of the month (one girl and one boy) from each grade level when their child receives a certificate on the morning news by the school principal. In grade 5 one 5th grade student is selected each month and the parents are invited to come to the school the morning that the student receives their Jr. Fire Marshall shirt and reads the fire/safety tip of the month on the morning news. Also, parents and mentors are invited to attend the year end awards ceremony when all children are recognized for academics and good behavior.

The School Advisory Council contributes monetarily and verbally with ideas to enhance our school-wide behavior expectations.