

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

School: <b>A.K. SUTER</b>	School Year: <b>2016-2017</b>	Date of Plan: <b>AUGUST 2016-2017</b>
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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.):
<b>1. RUSSELL F. QUEEN</b>	<b>1. PRINCIPAL</b>
<b>2. KENYATTA EVANS</b>	<b>2. PARENT</b>
<b>3. DARIAN MARTIN</b>	<b>3. ESE TEACHER/GENERAL EDUCATION</b>
<b>4. AMY PROSHEK</b>	<b>4. GUIDANCE</b>
<b>5. DR. KIMBERLY THOMAS</b>	<b>5. ASSISTANT PRINCIPAL</b>
<b>6. ASHLEY SEITZ</b>	<b>6. GENERAL EDUCATION TEACHER</b>
<b>7. KATHERINE BERRY</b>	<b>7. MUSIC TEACHER</b>
<b>8. TRACY EISER</b>	<b>8. GENERAL EDUCATION TEACHER</b>
<b>9. ANNA HARAGEONES</b>	<b>9. GENERAL EDUCATION TEACHER</b>
<b>10. RENEE LASSITTER</b>	<b>10. GENERAL EDUCATION TEACHER</b>
<b>11. JESSIE HARMS</b>	<b>11. PHYSICAL EDUCATION TEACHER</b>

**STATEMENT OF PURPOSE**

Behavioral Mission Statement:

**The faculty, staff, families and community of A.K. Suter Elementary unite to instill in our students a high standard of academic excellence and responsible behavior that will prepare them to compete in a rapidly changing and culturally diverse society.**

**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.).

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\*School Surveys (students, teacher, and parent)  
 \*Students in the RTI process  
 \*Behavioral referrals for in attendance-zone students compared to out of attendance-zone students.

**SCHOOL-WIDE BEHAVIORAL GOALS**

1. Out-of-school Suspension  
**Keep our out of school suspension rate at 1% or less.**
2. Attendance  
**Keep our Average Daily Attendance at or above 94%.**
3. Bullying  
**Train 100% of our students and faculty in Bullying Prevention.**
4. Office Discipline Referrals  
**Keep our discipline referrals at 5% or less.**
5. ISS  
**In-School suspension will be a part of the discipline progression.**
6. Campus Arrests  
**N/A**
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 school-wide behavior management team will meet a minimum of 1 time each month. These meetings will be held in the Innovation Conference room. Meetings will be held the last Monday of each month.**

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*.

**The data clerk will run reports each month detailing the behavior and attendance data for the month. The team will review and analyze data for patterns and trends. These will be distributed to the team prior to each meeting.**

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<b>The guidance counselor will report on students and staff trained in bullying prevention.</b>
How will your school document the school-wide behavior team meetings?  <b>There will be a sign-in sheet and agenda for each meeting.</b>
Describe how your school-wide behavior team will share the data and outcomes with your faculty, staff, and other stakeholders?  <b>Data will be shared at Team Leader meetings, faculty meetings, and School Advisory Council meetings.</b>
<b>SCHOOL EXPECTATIONS AND RULES</b>
List 3 – 5 school-wide expectations  <ul style="list-style-type: none"> <li><b>*Students will be responsible for their own behavior.</b></li> <li><b>*Students will be prepared for learning.</b></li> <li><b>*Students will be respectful and kind to their teachers, staff and fellow students.</b></li> </ul>

Rules/ Expectations:	Setting: HALLWAY	Setting: CAFETERIA	Setting: RESTROOM	Setting: CLASSROOM
<b>BE RESPONSIBLE</b>	<b>3 S line Straight. Silent. Single File.</b>	<b>Find your place to sit quickly and quietly. Use “Dolphin Diner” manners. These are posted in the cafeteria.</b>	<b>3 S line until your turn.  Only 4 students in the restroom at the time.</b>	<b>Be Prompt. Do assigned task in a timely manner.</b>
<b>BE RESPECTFUL AND KIND</b>	<b>3 S line Straight. Silent. Single File.</b>	<b>Follow the table sign:  RED-Silent  GREEN-Speak Softly</b>	<b>Throw paper towels in the trash can.  Wash Hands.</b>	<b>Keep hands, feet and objects to yourself.  Speak kind words.</b>
<b>BE PREPARED FOR LEARNING</b>	<b>3 S line Straight. Silent. Single File.</b>			<b>Have materials ready.  Follow directions the first time.  Be attentive to classroom rules and procedures.</b>

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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 behavior leadership team prepared activities and a PowerPoint to discuss changes in the behavior process. Each team member presented an agenda item discussing topics such as Why the need for change, behavior vs. office managed behaviors, minor, major, and crisis situations, behavioral form (completed version), and positive behavior plans and updates. All expectations will be posted in the classroom and hallway areas.**

**Teachers will introduce and review expectations to students, parents, and all other stakeholders.**

**Grade level chairpersons and team-leaders will reinforce/instruct grade levels and special area teachers in the school-wide expectations.**

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?

**All expectations will be posted in the classroom and hallway areas.**

**The Suter Pledge is recited every morning during the TV morning show (Daily Affirmation).**

**The guidance counselor will provide bullying prevention and recognition training to all class.**

**We will also continue to implement Dolphin Dollars and select 4 students each Monday (a change from previous years). We will also award a certificate to the grade level with the most number of Dolphin Dollars (a change from previous years).**

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?

**If data shows a need for specific training, the training will be provided.**

**All expectations will be posted in the classroom and hallway areas.**

**The Suter Pledge is recited every morning during the TV morning show (Daily Affirmation).**

**Teachers review expectations with new students as well as assign student buddy partners to help new students transition to the school.**

**REWARD/RECOGNITION PROGRAM**

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

**The students of the month are recognized (bulletin board, school website and morning television program.)**

**Dolphin Dollars are awarded for positive behavior! Each employee is issued dolphin dollars every week. These are given to students who are “caught” doing the targeted behaviors.**

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**There is a drawing each Monday where we select four dolphin dollars per grade level. These students get to choose a prize from the school's treasure bucket. This year, we will also solicit rewards from the PTA to increase our selection of prizes.**

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

**Using Good Manners  
The 3 S line (straight, silent, single file)  
Following directions the first time  
Speaking politely  
Helping others**

How will you implement the reward system?

**The students of the month are recognized (bulletin board, school website and morning television program.)**

**Dolphin Dollars are awarded for positive behavior! Each employee is issued dolphin dollars every week. These are given to students who are "caught" doing the targeted behaviors.**

**There is a drawing each Monday where we select four dolphin dollars per grade level. These students get to choose a prize from the school's treasure bucket. The grade level with the most Dolphin Dollars will receive a certificate.**

**DISCIPLINARY PROCEDURES**

How do the adjudication guidelines complement your disciplinary procedures?

**When a student is experiencing problems, parent contact is the first step. Teachers log the parent contact in their contact log. Also, teachers will follow the new Behavior Form and document the 4 steps before contacting the office. In crisis offenses, teachers will use the code 501 for immediate assistance.**

**When a referral is written the student is seen by administration and the parent is contacted immediately.**

**TRAINING AND IMPLEMENTATION**

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

**We have all the necessary materials.**

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 teachers received the Behavior Leadership Team training during Pre-School. Teachers worked with teams to help develop the plan and scenarios were provided to explain and provide examples for teachers.**

**Refresher mini-lessons will be conducted during faculty meetings.**

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

**See above.**

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**TRAINING AND IMPLEMENTATION (continued)**

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

**Inform the faculty of the District's expectations and goals.  
Get faculty input for implementation.**

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

**We will meet monthly to discuss successes and challenges. Also we will review behavior and attendance data to determine patterns and trends. Classroom observations will also serve as data points.**

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?

**Parent surveys are used in developing the goals.**

**Parents are invited to see their child receive the student of the month award.**

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