

Richland Elementary School-wide PBIS Plan (Discipline Plan) 2013-14



5440 Rich Road
Memphis, Tennessee, 38120

Guiding Principles

- The primary focus of all decisions affecting our school should be student learning and achievement.
- In order to learn, produce quality work, and become critical thinkers and problem solvers, our students must be actively engaged in their education.
- A wide variety of teaching strategies and assessment techniques accommodates a diverse population with multiple learning styles, and provides a challenging and affirming environment that is conducive to academic achievement.
- All students can reach their maximum potential when provided a challenging learning environment with high expectations.
- We must provide an emotionally and physically safe environment in which all students can develop positive and respectful relationships.

Guiding Principles-cont.

School Character Points

- Families and community members are valued partners in character-building and in creating a caring school community.
- Programs are provided that enrich and foster the development of multiple intelligences and learning styles.
- Positive behavior support is provided so that students reach their optimum level of academic, social, and emotional potential.

Guiding Principles-cont.

Values

- Every student has the right to learn in a clean, safe, and positive environment.
- Collaboration among teachers, administrators, parents, and the community is essential for the effectiveness of character education.

Vision

Richland Elementary School will be an exemplary, student-focused educational community, guided by Common Core standards, that has an outstanding staff, programs, and nurturing environment where excellence is achieved, good character is exhibited, and hopes and goals are fostered.

Mission

- Our mission is to create a culturally diverse tradition of excellence where all students are encouraged to excel academically while learning the skills necessary to be responsible, confident, life-long learners, and productive members of an ever-changing society.

Philosophy Statement

At Richland, we believe...

- Students should be encouraged to set goals for themselves and work toward reaching them.
- Students should be in a safe and secure environment where opportunities are provided for all.
- Teachers should teach and model good character traits and students should be treated with dignity and respect.

Philosophy Statement-cont.

- Our students must be actively engaged in their educations in order to learn, produce quality work, and become critical thinkers and problem solvers.
- A wide variety of research-based teaching strategies and data-driven assessment techniques accommodate a diverse population with multiple learning styles, and provide challenges that are conducive to academic achievement.
- Collaboration among teachers, administrators, parents, and the community is essential for the continuous growth and effectiveness of our school.

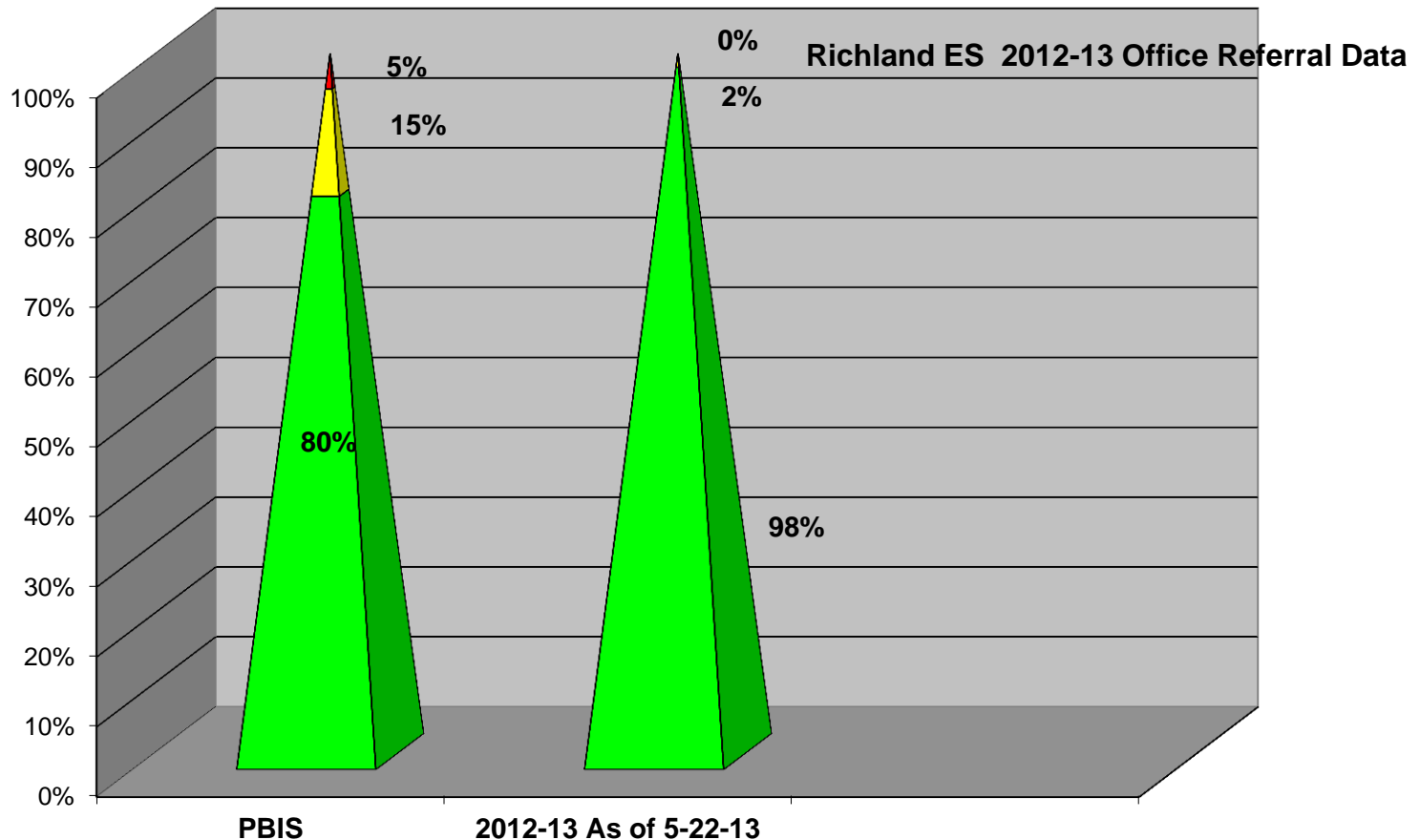
Previous Results

The following goal of maintaining an attendance rate of 95% or higher was achieved for the 2012-13 school year.

- The attendance rate for last year was 96.17%.

Previous Results

- Maintain positive student behavior with less than 1% of students receiving interventions.



Goals or Objectives

Goals: To increase positive student behavior

Objectives:

- Maintain positive student behavior with less than 1% of students receiving interventions
- Decrease the number of suspensions (48) by 10%
- Maintain attendance (95%) rate.

SCS School-wide PBIS (Discipline) Team Worksheet 2013-14

Richland Elementary:

PBIS Team is representative of the school faculty and includes an administrator.

Fill in the names of team members and designate counselor who will serve as Team Leader (TL) / Internal Coach

Principal* : Sharon McNary
Assistant Principal s: Todd Shaffer, Josh Acker
Professional School Counselor* : Lisa Bailey
School Psychologist : Ann Sharp
General Education Teacher(s): Lauren Murphy, Whitney Ault, Michelle Houston, Joy Vincent, Beth Bartholomew, Allean Neal
Other(s): School Social Worker - Beth Hand
District PBIS Counselor: Gina True

*

Discipline Committee

- The team will meet at least once a month.
- The counselor or assistant principal is designated to be responsible for data from PBIS website.

Monitoring Process

- The PBIS Team will review school, classroom, and individual discipline, attendance and academic data monthly to monitor and adjust goals and expectations.
- Specific action plans will be developed to respond to the data and insure achievement of this year's objectives.

SAS Action Plan

In 2013-14 our priorities are as follows:

- Emphasizing parent sign-in and visiting procedures
- Data from PBIS team meetings will be reported back to grade levels through PLC meetings
- Continue with current practices to maintain less than 1% of students in red zone.

Celebrations

- Silver Spoon Awards
- Caught You Doing Great Bulletin Board
- E conduct luncheon
- Honors Ribbons
- Picnic Lunch Outside
- Red Hawk Bucks
- Positive Phone Calls
- Kiwanis Club Terrific Kids Ceremony
- Tardy Free Flag
- Hands Off Recognition

School Rules

Richland Red Hawks Soar With The Fabulous 4

1. Act Safely
2. Be Responsible and Respectful
3. Care for Yourself, Others, and the Environment
4. Do Your Best

RedHawks Soar

with the Fabulous Four Richland Rules

Soar to new heights by being caring and responsible	School Wide	Classroom	Individual
Act Safely	Walk to your destination. Bring/handle only needed items. Arrive and depart through designated areas and at proper times	Keep hands and feet to yourself. Walk. Handle supplies/equipment properly	Be where you should be at all times. Use hall passes when leaving classrooms alone or in pairs
Be Responsible and Respectful	Always follow school rules. Treat others kindly and politely. Listen to school faculty and staff	Bring all necessary supplies. Treat and speak to others respectfully. Turn all assignments in on time.	Do your best. Keep a positive attitude. Maintain your belongings and put them in the proper place.
Care for yourself, others, and the Environment	Wear uniform neatly. Keep hands, feet, objects and hurtful comments to yourself. Keep walls clean and halls litter free	Be considerate of others while they are working. Keep your area neat. Put things back where they belong.	Strive to be a great learner every day. Help others when you see them struggling. Do your part to keep the entire school community clean.
Do Your Best	Be prepared every day. Follow all instructions	Always do quality work. Follow all instructions.	Know that you can achieve. Follow all instructions.

Teaching Behavioral Expectations

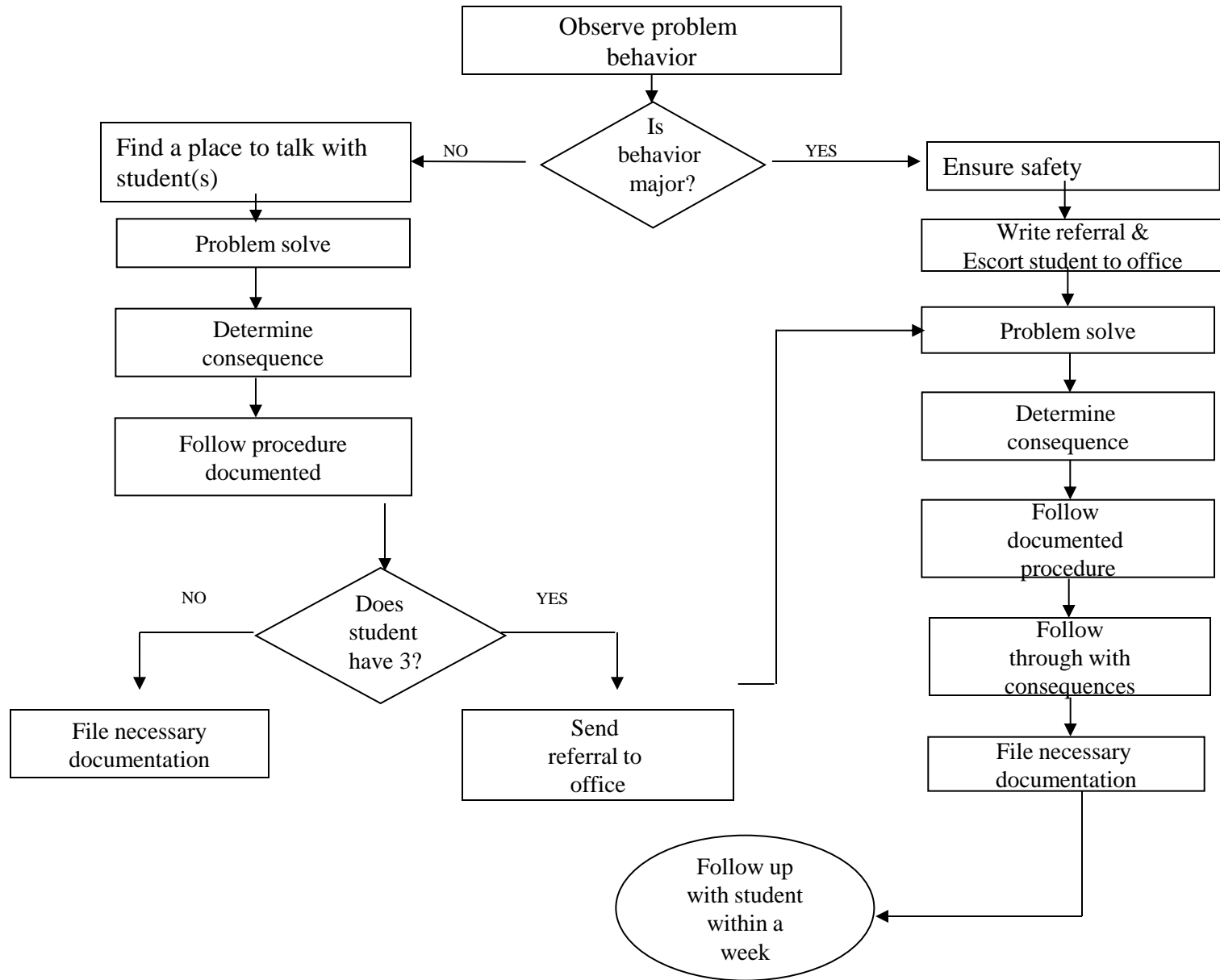
Lesson Plan

	Week One	Week Two	Week Three	Week Four	Week Five	Week Six
Monday	Act Safely School Wide Cafeteria	Act Safely School Wide Cafeteria	Be Responsible & Respectful School Wide Cafeteria	Be Responsible & Respectful School Wide Cafeteria	Care for yourself, others, & the environment School Wide Cafeteria	Care for yourself, others, & the environment School Wide Cafeteria
Tuesday	Act Safely Classroom Hallway	Act Safely Classroom Hallway	Be Responsible & Respectful Classroom Hallway	Be Responsible & Respectful Classroom Hallway	Care for yourself, others, & the environment Classroom Hallway	Care for yourself, others, & the environment Classroom Hallway
Wed.	Act Safely Individual Restroom	Act Safely Individual Restroom	Be Responsible & Respectful Individual Restroom	Be Responsible & Respectful Individual Restroom	Care for yourself, others, & the environment Individual Restroom	Care for yourself, others, & the environment Individual Restroom
Thursday	Act Safely School Wide Classroom Individual Assembly/Program	Act Safely School Wide Classroom Individual Assembly/Program	Be Responsible & Respectful School Wide Classroom Individual Assembly/Program	Be Responsible & Respectful School Wide Classroom Individual Assembly/Program	Care for yourself, others, & the environment School Wide Classroom Individual Assembly/Program	Care for yourself, others, & the environment School Wide Classroom Individual Assembly/Program
Friday	Act Safely School Wide Classroom Individual Bus/Departure	Act Safely School Wide Classroom Individual Bus/Departure	Be Responsible & Respectful School Wide Classroom Individual Bus/Departure	Be Responsible & Respectful School Wide Classroom Individual Bus/Departure	Care for yourself, others, & the environment School Wide Classroom Individual Bus/Departure	Care for yourself, others, & the environment School Wide Classroom Individual Bus/Departure
	Do Your Best Schoolwide Cafeteria	Do Your Best Schoolwide Hallway	Do Your Best Classroom Restroom	Do Your Best Classroom Assembly/Program	Do Your Best Individual Bus/Departure	Do Your Best Individual Bus/Departure

Staff & Office Managed Behavior Chart

Minor Problem Behavior (Staff)	Definition	Minor Examples	Major Problem Behavior (Office)	Definitions	Major Examples
Inappropriate Language	Any spoken, written, or non-verbal communication that insults, mocks, belittles, or slanders another person.	Comments (profanity) and gestures that are not directed at an individual, harmless rumors. "All your family is dumb," "This sucks," "Crap," "Butthead", "Stupid", "What the!"	Abusive Language/ Inappropriate Language/ Profanity	Verbal messages that include profanity, name calling or use of words in an inappropriate way.	Profanity directed at an individual, hostile threats either written, spoken, or non-verbal
Physical Contact/Physical Aggression	Student engages in non-serious, but inappropriate physical contact.	Silly horseplay, playful grabbing, pinching, non-aggressive punching or slapping, chasing, shoving, inadvertent physical contact, stepping on feet	Fighting/ Physical Aggression	Actions involving serious physical contact where injury may occur (e.g., hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.).	Hitting, punching, kicking, hair pulling, scratching, choking, biting
Defiance/ Disrespect/ Insubordination/ Non-Compliance	Student engages in brief or low-intensity failure to respond to adult requests.	Talking back, not following directions, sleeping, refusal to complete assignments, ignoring request of adult	Defiance/ Disrespect/ Insubordination/ Non-Compliance	Refusal to follow directions, talking back and/or socially rude interactions.	Refusal to comply with established rules, leaving class without permission, overtly verbally defiant/argumentative

General Procedure for Dealing with Problem Behaviors



Teach the Rules, Expectations and Procedures

- During the first two weeks of school, teachers at Richland taught lessons on the district's Code of conduct.

Annual PBIS Kick-off

- Teach SCS Code of Conduct
- Teach School-wide Rules and Behavior Expectations from matrix
- When district and school universal rules and expectations are understood, celebrate the beginning of a new, positive school year

School Procedures

- List school procedures for entering school
- Closing of school/buses
- Passing Classes
- Lunchroom
- Assemblies
- Referrals
- Restrooms
- Hall passes
- Ongoing orientation for new students

School Procedures

Procedures for entering school:

Students line up at the assigned entrance. When the 7:50 am bell rings, students walk in a grade level line quietly to their classrooms escorted by one teacher per grade. On inclement weather days, students will enter the cafeteria with dismissal to class at 7:50.

Closing of school:

Following the afternoon announcements, the administrator will dismiss according to the following schedule: K-1 OASIS students at 2:50, all bus riders (Lindenwood & yellow buses) at 2:55, all KK students at 2:55 p.m., and all other students at 3:00 pm with the bell. Each teacher will walk the students through their designated door.

School Procedures Cont.

Passing Classes:

- **5th Grade:**

When changing classes students line up quietly in their homeroom and proceed silently to the designated classroom. All teachers will supervise from their doorway.

- **Encore:**

Teachers lead class to and from Encore classes in a single file line. Students wait with their teacher to enter the Encore class.

- **Exceptional Children:**

Students will take necessary supplies and walk quietly to their assigned classrooms arriving on time.

School Procedures Cont.

Cafeteria:

Teachers walk the students to the cafeteria “IN” doors. The first 15 minutes of lunch is quiet time. During the last 15 minutes students may talk softly. At the end of the lunch period, 1,2,3 procedures will be followed. Teachers walk the students through the “OUT” doors and back to their classrooms.

Hand Signals:

Quiet – Eyes on me or Hand up indicates for all students to be quiet.

Time out/ Stop – Hands in “T” formation – To stop inappropriate behavior; fighting.

Good Job – Thumbs up – Indicates approval of desired behavior.

“O” Zero Zone – Hand in circular formation. Used in hallways as a silent reminder of zero talking.

School Procedures Cont.

Assemblies:

Students are escorted to the cafeteria by their teachers and are seated in their assigned sections. There is no talking in the cafeteria when entering, during the program, or exiting the cafeteria.

Referrals:

The teacher will complete the referral with the specific nature of the problem. Unless the problem is of a serious nature, the referral will be sent to the office. The administrator will call for the student when ready. Student referrals are made based on the MCS Code of Conduct.

Hall Passes:

Students should carry a hall pass when going to the office or performing an errand for the teacher.

Orientation: New students will be given the Student Code of Conduct and the classroom teacher will review procedures and expectations with the student.

School Wide Incentives

- Class Attendance Incentives- The classes that have perfect attendance for the day will be announced daily.
- All classes that have 10 tardy free days will hang a recognition flag outside their door. On the first, fifth and tenth set of days, students will go to the treasure tower.



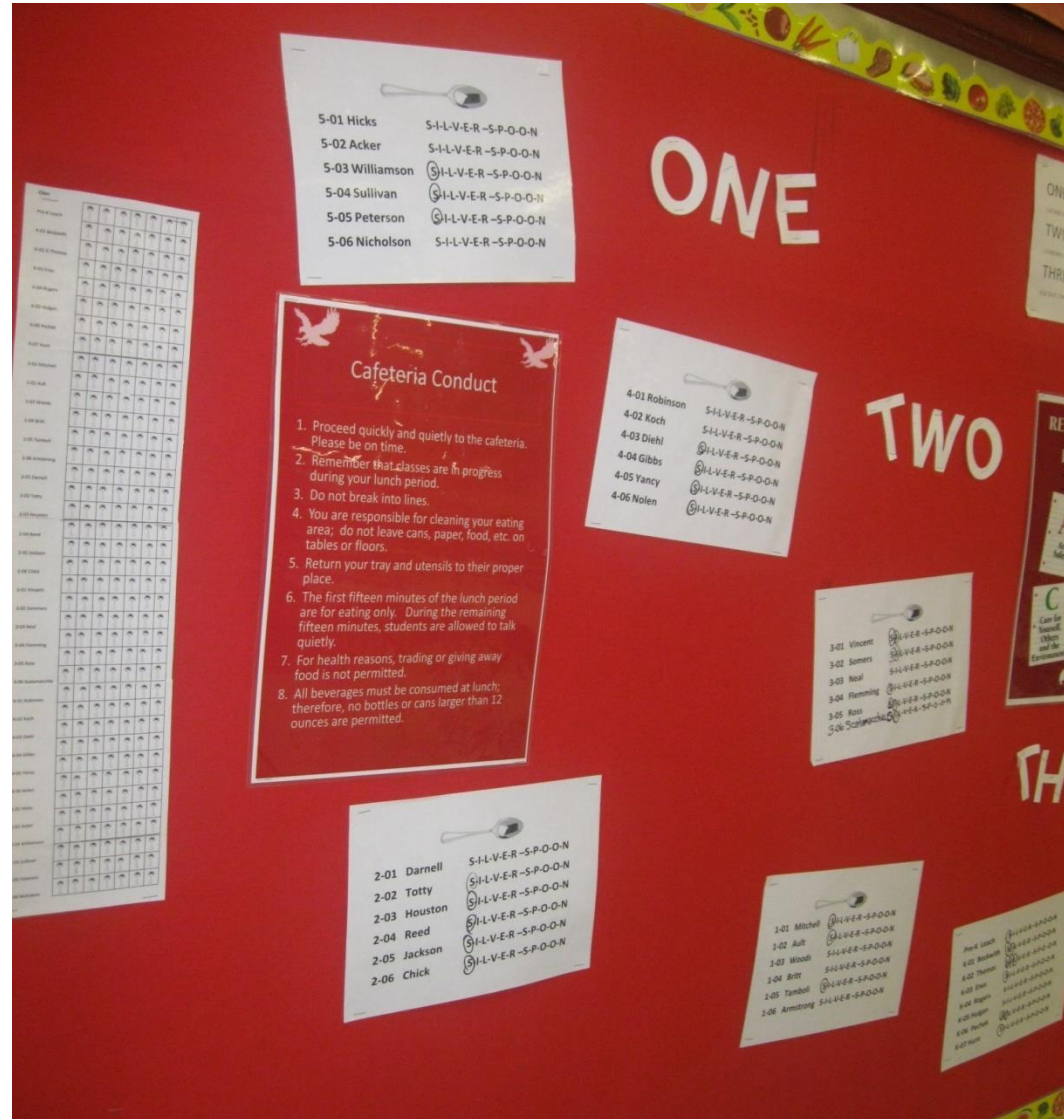
School Wide Incentives

- RedHawk Rewards: The principal, assistant principal, school counselor, and all staff members will give out RedHawk Rewards based on the “Caught you doing good” principle. The reward will be redeemed in the office at the end of the day for a variety of incentives (picture on the bulletin board, name announced over the intercom, token to be used in prize machine....etc).



School Wide Incentives

- Silver Spoon: Classes will earn the letters “Silver Spoon” daily by following cafeteria rules and procedures. When a class earns all the letters in Silver Spoon, the first incentive will be a token for the treasure tower. For each time after the first recognition the class can choose a reward (popcorn party, homework pass, extra recess, or a movie afternoon).



School Wide Incentives

- Hands Off Recognition: Daily grades will be recognized on the announcements for having a Hands Off day. Each 9 week period grades with the most Hands Off days will be rewarded with extra recess time, movie time, or an activity at the teachers discretion.
- Fogelman Most Improved: Once each semester a student from each class is selected by the teacher as the most improved student in conduct or academics. This student attends a pizza party at the school.
- Ribbons are presented at the end of each grading period for academics, citizenship, and perfect attendance.

School Wide Incentives



Caught You Doing Great Board: Each grade will be assigned a month to feature students caught doing great. Students in that grade will be recognized for acts of service or kindness.

School Wide Incentives

Terrific Kids Program: Five times a year, homeroom teachers will identify a Terrific Kid of Character. These students will attend an assembly where they will receive a t-shirt, goody bag, and have their picture on display on the Wall of Honor.



Teacher Incentives

Teachers names will be put into a drawing for the “Teacher of the week” reserved parking place in the front lot.

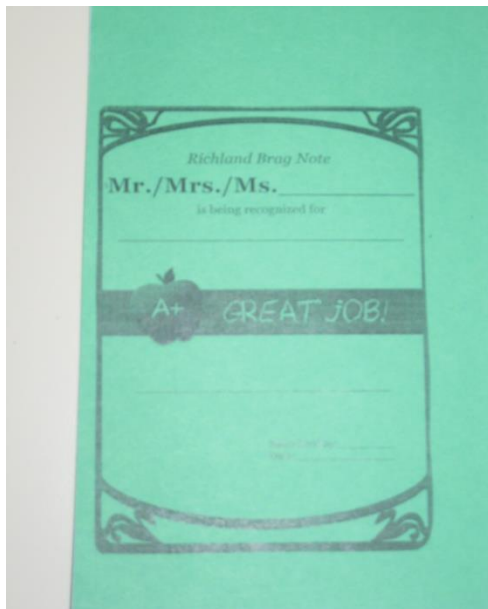
The most coveted space on the whole campus....

- No Mud
- Not in the Back



Teacher Incentives

Richland Pride Box beginning in October. Teachers and staff will have a box where “Kudos” can be placed. When a teacher has received 3 “Kudos” then the teacher will receive a Redhawk Pride Pin that can be displayed on their ID badge.



Teacher Incentives

Happy Friday – Each grade will provide snacks for the faculty on the last Friday of each month.

- September – KK
- October – 1st,
- November – 2nd
- December – 3rd
- January – 4th
- February - 5th
- March – Office, Admin., Guidance, Interventionists
- April – CLUE, Sped
- May – Encore

Resources for Incentives

- Adopters
- Community agencies & businesses
- Restaurants
- Fundraisers
- Parent organizations

Communication with Parents & Community

- At the Site-based Decision Council meetings, Mrs. McNary will inform council members of the PBIS plan.
- The PBIS plan will be available in the school office for viewing.
- The PBIS plan will be posted on the school website.

Character Education

- Students recite the school character pledge each morning. KK-5th grade will implement the Responsive Classroom Approach. A Bully/Violence Prevention Program is implemented school-wide to foster positive interpersonal relationships. Character education will be emphasized throughout the school year and a character trait featured during morning announcements. A “Terrific Kid of Character” is selected by each homeroom teacher five times a year and receives special recognition at the Kiwanis Club Ceremony.

Bullying Prevention

- The faculty and staff were trained on August In-Service 2013 by the school counselor during which bullying was defined and prevention strategies were shared.
- The school counselor or classroom teachers will provide instruction to each class on the No Bully Policy.
- Healthy Choices Week will include a day focusing on healthy relationships.

ATOD Prevention

Richland supports the ATOD Prevention initiative by having Healthy Choices Week during the first week of December. Included in this week is our Drug Free Day where healthy life style choices are discussed. Our Health Curriculum is also taught throughout the year.

Tier 2/Intervention Team

For students with 2-5 office referrals:

the S-team (including the School Counselor, teacher, parents, administrator, appropriate instructional staff, and behavior or mental health staff) will

- monitor the Tier 2 student's behavior and develop targeted interventions such as group counseling, individual behavior incentive plans, and classroom strategies to support the student in adopting positive behaviors.
- The team will evaluate outcomes of interventions and make adjustments for students as needed.

Intervention Strategies

- We will conference with the school counselor and/or administrator to develop a targeted incentive program such as an individual behavior goal card or behavior intervention plan. The counselor provides focused goal-oriented individual or small group sessions to improve behavior.
- When appropriate, a staff mentor is paired with the student.
- In-school suspension or detention.

Tier 3 Tertiary Interventions

For students with 6 or more office referrals:

the school support team will convene to collaborate with mental health professionals on further evaluations and interventions, and the development of behavior intervention plan.

- Intervention success will be determined by ongoing contact with an assigned mental health professional, review of evaluations and student progress on the behavior intervention plan.
- Number of expulsions 2012-2013 0
- Number of Suspensions 2012-2013 48