

**School-wide Positive Behavior Plan (SPBP)**

Broward County Public Schools

To be implemented in SY 2019/20

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| **School Name:** | **Sunland Park Academy** |
| **School Number:** | **0611** |
| **SPBP Contact Name:** | **Nikia Ragin** |
| **Direct Phone Number:** | **954-330-1300** |

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| **CRITICAL ELEMENT # 1: Active Team with Administrative Participation** |

**1A.** Current (SY 2018/19) SPBP team members:

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| **Full Name** | **Position** |
| Sharonda Bailey | 1. Administration |
| Helen Kassim | 2. BTU Representative |
| Nikia Ragin | 3. SPBP Point of Contact |
| Maxine Brivitte | 4. Parent/Community Representation |
| Angelica Curry | 5. Guidance Counselor |
| Nicole Davis | 6. Literacy Coach |
| Latandra Carr | 7. ESE Specialist |
|  | 8. |
|  | 9. |
|  | 10. |

**1B**. Schedule of quarterly SPBP Team Meeting dates for *next* 2019/20 school year:

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| **Meeting Date** | **Meeting Time** | **Content of meetings:** |
| 10/17/2019 | 1:15 pm | 1. Progress of Action Steps indicated in Implementation Plan in #9  2. Collect & analyze fidelity of staff implementation data in #10A  3. Collect & analyze student outcome data in #10B |
| 1/6/2020 | 10:00 am |
| 3/19/2020 | 1:15 pm |
| 5/26/2020 | 2:20 pm |

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| **CRITICAL ELEMENT # 2: Faculty & Stakeholder Commitment:** |

**2A**. Action Steps completed **this year** (SY 2018/19) that increased faculty and stakeholder knowledge of the *new* SPBP:

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| **Action Steps:** | **Date**  *(Between Jan 15 and*  *April 30, 2019)* | **Details**  *(Sign-in sheets in SPBP Binder)* |
| Presented the *new* SPBP (for SY 2019/20) to staff | 4/15/2019 | # of participants = 23 |
| Held a *faculty* vote on the new SPBP  (for SY 2019/20) | 4/16/2019 | # of participants =48  % approved =87% |
| Presented the *new* SPBP (for SY 2019/20) to stakeholders (parents and community) | 4/23/2019 | # of participants = 15 |

**2B.** Action Steps to be completed **next year** (SY 2019/20) to increase faculty and stakeholder knowledge of the *new* SPBP:

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| **Action Steps:** | **Date**  *(SY 2019-20)* | **Content**  *(Sign-in sheets in SPBP Binder)* |
| Provide professional development on the 2019/20SPBP for all staff | Prior to students’ 1st day:  8/8/2019 | The team will present the updates in the SPBP for the 19/20 school year. All stakeholders will be provided with access to the SPBP. Feedback will be collected for future team meetings. |
| Present the 2019/20SPBP to stakeholders  (parents and community) | Prior to Oct 1st, 2019  9/26/2019 |
| Present the behavior data to all staff quarterly | 1. 10/17/2019 | The team will present:   * the team’s progress in the Implementation Plan in # 9. * the fidelity of staff implementation data in #10A. * the student outcome data in #10B. |
| 2. 1/6/2020 |
| 3. 3/19/2020 |
| 4. 5/26/2020 |

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| **CRITICAL ELEMENT # 3: School-wide Expectations** |

**3A.** Top five behavior incidents data YTD as listed in BASIS 3.0

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| **Top 5 Behavior Incidents** |
| 1. Unruly/Disruptive Behavior |
| 1. Disobedience/Insubordination |
| 1. Fight/Minor Altercation |
| 1. Defiance of Authority Habitual |
| 1. Disruption of Campus (Major) |

**3B.** School-wide expectations are 3 – 5 positive characteristics *(not behaviors)* that counteract the demonstration of the top school-wide misbehaviors above. ALL people on campus model these expectations.

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| **School-wide Expectations** |
| 1. Be respectful to yourself and others. |
| 1. Be safe in all environments. |
| 1. Be kind to others. |
| 1. Be compliant to authority figures. |
| 5. |

**3C.** At least one lesson plan for **each** school-wide expectation above is distributed to teachers during pre-planning SY 2019/20 and maintained in the SPBP Binder.

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| **Dates the school-wide expectations lesson plans are taught:** | | | |
|  | Date(s) | Time: | Location(s): |
| August | 8/14/2019 | 8:30 am | Classroom, with teacher |
| January | 1/7/2020 | 8:30 am | Classroom, with teacher |
| After Spring Break | 3/30/2020 | 8:30 am | Classroom, with teacher |

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| **CRITICAL ELEMENT #4: Location-based Rules** |

**4A.** Top three school-wide **locations** for Behavior Events YTD.

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| **Top 3 Locations, not including Classroom:** | |
| School Location | # Incidents |
| **1. Hallway** | **12** |
| **2. Cafeteria** | **5** |
| **3. Front Office** | **3** |

**4B.** Expectations and Rules Chart for common areas of school campus**:** *(next page)*

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| **Expectations and Rules Chart** | | | | *To be completed by classroom teachers* |
| **School-wide EXPECTATIONS** | **Hallway Rules** | **Cafeteria Rules** | **Front Office Rules** | **Classroom Rules** |
| Be respectful to others | Walk on the right side of the hallway at all times | Always pick up your trash from the table and floor | Use quiet voices (level 1) when entering the office |  |
| Be safe in all environments | Always keep your hands and feet to yourself while walking | Listen when someone makes an announcement on the microphone | Remain at back office seats, away from the front door |  |
| Be kind to others | Give appropriate space (one square) while walking in a line behind someone | Eat only what is on your tray | Greet others as they enter the office |  |
| Be compliant to all authority figures | Follow staff directives the first time given | Always wait for your teacher’s name to be called before leaving your seat | Follow staff directives the first time given |  |
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**4C.** At least one Rules lesson plan for **each** specific location is distributed to teachers during pre-planning SY 2019/20 and maintained in the SPBP Binder.

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| **Dates the Locations’ Rules lesson plans are taught** | | | |
|  | Date(s) | Time: | Location(s): |
| August | 8/14/2019 | 8:30 am | Classroom and cafeteria |
| January | 1/7/2020 | 8:30 am | Classroom and cafeteria |
| After Spring Break | 3/30/2020 | 8:30 am | Classroom and cafeteria |

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| **CRITICAL ELEMENT # 5: Reward and Recognition Programs** |

5. The reward system is focused on one School-wide Expectation OR specific location *at a time*.

Expectation or Location: \_\_**Be respectful to yourself and others**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **4 Step Problem Solving Process** | **Plan Details** |
| **1. Problem Identification:** Use your behavior data to identify one school-wide problem.  What problem did you identify? *(use numerical data)* | **Data used:** DMS (Behavior Dashboard)    **Problem Identification Statement:** Of the 12 incidents occurring in the hallway, 8 of those incidents were for unruly/disruptive (our top behavior incident). |
| **2**. **Problem Analysis:** Why do you think this problem is occurring?  What is your goal? *(use a SMART goal statement with numerical data)* | **Hypothesis:** When students are transitioning in the hallway, behaviors tend to become disruptive.  **Goal Statement:** By June 2020, Sunland Park Academy students will have less than 5 incidents of unruly/disruptive behavior while transitioning in the hallway. |
| **3. Intervention Design:**  Describehow you will implement a positive reward program to decrease this problem. | **Type of System: Point system**  **Description of System:** *(≥ 5 sentences)*  As students transition in the hallway, they will receive points from staff. If they are displaying proper hallway expectations, an observing staff member will actively compliment the class. Each compliment the class receives as they transition will equate to one point earned. Classes transition 5-7 times daily. Classes who earn 3 points daily will be recognized weekly on the announcements. Biweekly celebrations will be awarded to classes who have earned at least 50 points during that time period. Students running errands on the buddy system can also earn points for their class if they receive compliments while in the hallway. |
| **4. Evaluation:**  A. Implementation fidelity | 1. How will you monitor the fidelity (consistency and effectiveness) of the **staff’s** implementation of the reward program? *(2-3 sentences)*   Staff members must send AP a weekly list of the compliments. Effectiveness and consistency is monitored based on teacher participation and submission of points/hallway compliments. |
| B. Student outcome monitoring | 1. How will you know if the reward program is positively impacting **students**? What measurable data will you use to determine “success”? *(2-3 sentences)*   The reward program will be considered effective once 80% of classes consistently receive weekly acknowledgement on the morning announcements, meaning they have met their daily goal for appropriate behavior while in the hallway. |

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| **CRITICAL ELEMENT #6: Effective Discipline Procedures** |

**Student Behavior Discipline Flow Chart**

Observe problem behavior behaviorBehavior

Intervene and redirect

Office Managed Misbehaviors

Staff Managed Misbehaviors

Call to notify office of a

crisis/safety issue

No

Yes

Implement an initial consequence

Is behavior Office Managed?

*(if unsure, check below)*

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| Specific Examples of  6 Staff Managed  Misbehaviors: | Specific Examples of  6 Office Managed  Misbehaviors: |
| -Excessive Talking  -Calling out  -Refusal of Work  -Not following directions  -Back Talk | -Extreme horseplay  -Refusal of staff consequence  -Fighting/hitting |

Warning

Warning/ Courtesy Call to parent

Administrator processes referral based on DMS

Courtesy parent call before consequence

Classroom timeout

Out of classroom timeout

Lunch detention/ Loss of privilege

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| **CRITICAL ELEMENT # 7: Classroom Management Systems** |

**7A.** In SY 2019/20,ALL teachers implement an evidence-based Tier 1 classroom management system:

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| Evidence-based system: | Evidence of training: |
| CHAMPS | % of teachers currently holding valid CHAMPS certificate: |
| PBIS Classroom Management  *http://www.fl-pda.org/independent/* | % of teachers currently holding completion certificate: |
| Other: **Sanford Harmony** | Training evidence: **Individual Certificate**  % of teachers currently trained: **100%** |

**7B.** The administration reviews and analyzes the fidelity of staff implementation of Tier 1 classroom management systems ***across teachers*** using:

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| CHAMPs 7 Up Checklist |
| Basic FIVE (Classroom Management Screening) |
| PBIS Classroom Assistance Tool (CAT) |
| Other *(specify):Quarterly DMS data is differentiated by teacher and grade levels and reviewed with teacher at data chat.* |
| Classroom management screening is not conducted *across* teachers to determine appropriate professional  development. *(Next year, assessment of classroom management implementation fidelity will be scored).* |

**7C**. School year 2018/19 percentage of classroom referrals:

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| Total number of discipline referrals **from classrooms**: | 46 |
| Total number of *other* **school-wide** discipline referrals: | 27 |
| % of referrals in the classroom: | 63% |
| Do more than 40% of your referrals come from the classroom? | Yes  No |

***If >40% of discipline referrals come from the classroom, it suggests Tier 1 classroom management implementation may need to be strengthened school-wide.***

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| If “**Yes**”, school-wide classroom management professional development will be conducted in 2019-20: |
| **CHAMPS Overview (80% teachers have certificate)** If “Other”, indicated system here: Click here to enter text. |

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| **CRITICAL ELEMENT # 8: Data Collection and Analysis** |

**8A.** Core Effectiveness:

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| TOTAL Population: | 322 | % of Total Population | Core Effectiveness | |
| # Referrals: | # of Students: |
| 0 - 1 referrals |  | 94% | Are your 0 – 1 referrals > 80%? | Yes No |
| 2 - 5 referrals  (at risk students) | 11 | .03% | Are your 2 - 5 referrals <15%? | Yes No |
| > 5 referrals  (high risk students) | 2 | .006% | Are your >5 referrals <5%? | Yes No |

**8B.** Core Effectiveness Action Steps:

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| If all 3 are “**Yes**”, your core is effective. Is your core behavior curriculum effective? | Yes No |
| Answer **either** (a) or (b):  (a) If you answered “**Yes**”, although your core is effective, what steps does your school leadership team take for *early identification* of at risk and high-risk students?  (b) If you answered “**NO”**, indicate the supports and interventions your school leadership team will implement *at the* *beginning* of the next school year to improve core strength: | |
| Core Effectiveness Action Steps: *(3-4 steps)*  1. Team minutes are submitted in which teachers identify at risk and high-risk students.  2. Administration, guidance, and support team members serve on lunch duty to identify potential at-risk students.  3. RtI team meets weekly to discuss potential at-risk students.  4. Social worker pulls groups of students who have been identified as emotional and/or disruptive. | |

**8C.** Disproportionality within racial subgroups:

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| Subgroups | (PctPop - Green)  % **of students** | (PctRef - Blue)  **% of referrals** | Difference in referral composition | Positive value suggests disproportionality  (Is the value positive?) |
| Black | 95 | 96 | +1% | Yes No |
| Hispanic/Latin | 5 | 5 | 0 | Yes No |
| White | 0 | 0 | 0 | Yes No |

**8D.** Disproportionality Action Steps:

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| If all three are “**No**”, disproportionality is not indicated. Are all 3 “No”? | Yes No |
| Answer **either** (a) or (b):  (a) If you answered “**Yes**”, although your data indicates equity, what plan does your school leadership team implement for early identification of any disproportionality issues  (b) If you answered “**No**”, indicate the support plan and interventions your school leadership team will implement at the beginning of next year to improve sub group disproportionality | |
| Disproportionality Action Steps: *(3-4 steps)*  1. Hold additional behavior data meetings.  2. Present more behavior data to parent representatives at SAC meetings.  3. Seek mentors for students.  4. | |

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| **Critical Elements # 9: SPBP Implementation Planning** |

RED Font = Action Steps for all schools in Broward County

GREY Font = Best Practices for all schools in Broward County

TEAL Font = Resources available at <https://browardcountyschools.sharepoint.com/sites/DPI6Strands/strand6/SitePages/SPBP.aspx>

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| **SPBP Team Implementation Action Plan 2019 - 2020** | |
| **Month** | **Action Steps**  *check off Action Step when completed* |
| **Current** | Create a SPBP binder or portfolio to retain (for 2 years) hard copies of: your SPBPs, Action Plans, staff PBIS  professional development attendance, stakeholder training attendance, quarterly meeting agendas, quarterly staff  behavior presentations, voting attendance and outcome, Expectations lesson plans and Rules lesson plans |
| **Pre-Planning**  **2019** | Print up your SPBP Review and school score from OSPA  Provide SPBP presentation to all staff during Pre-Planning  Disseminate the current SPBP (hard copy or electronically) to all staff and stakeholders  Market and post school-wide Expectations and location-specific Rules  Identify your district RtI Instructional Facilitator  (Contact [tyyne.hogan@browardschools.com](mailto:tyyne.hogan@browardschools.com) for more information, if you are unsure)  Confirm 1st team meeting date and time |
| **August**  **1st meeting** | Ensure schedule of quarterly meeting dates for entire year as indicated in the SPBP  Review Implementation plan; check off completed Action Steps  Determine any needed team training, such as these Brainsharks: 4 Step Problem Solving Process series, PBIS 10  Critical Elements, Data Collection, Big 5 Data, PBIS 101, etc. (All found in Sharepoint site)  Review previous year’s behavior data. (Use ‘Agenda’ Form and ‘Data Collection Template’ in Sharepoint site)  Utilize the 4 Step Problem Solving Process to initiate a Reward System for all students  Review previous year’s SPBP and feedback form; make necessary modifications  Verify and implement teaching schedule for Expectations and Rules behavior lesson plans  Present implementation data, behavior data, team activities and SPBP progress to entire staff |
| **September** | Provide SPBP stakeholder presentation prior to October 1  Check for staff and teacher understanding of PBIS - provide “PBIS 101” Brainshark as a resource  Brainshark available at: <http://www.brainshark.com/browardschools/PBIS101>  Ensure the Discipline Flow Chart is distributed to all staff and is being used as written |
| **October**  **2nd meeting** | Review Implementation plan; check off completed Action Steps  Ensure instructional staff know how to (and are, as needed) enter Tier 1 Supplemental Strategies  for behavior in BASIS  Review previous quarter’s behavior data. (Use ‘Agenda’ and ‘Data Collection Template’ in Sharepoint site)  Present implementation data, behavior data, team activities, and SPBP progress to entire staff  Ensure all teachers are using an evidence-based classroom management plan, such as CHAMPS  Ensure Core Effectiveness Action Steps are being implemented as written |
| **November** | Team to develop new and/or improved lesson plans as indicated by behavior data.  Ensure that the Disproportionality Action Steps are being implemented as written |
| **January**  **2020**  **3rd meeting**  Prepare for SY *2020/21* SPBP | Review Implementation plan; check off completed Action Steps  Staff to re-teach Expectations and Rules after winter break  Principal signs in and watches the *new “*SPBP for Principals” Brainshark: Due January 30th  Present implementation data, behavior data, team activities, and SPBP progress to entire staff  Choose team members and dates to work on, complete, and submit the *new* SPBP  Teams watch the *new “*SPBP Team Overview” Brainshark and refers to district resources and supports  (Brainsharks and Additional items in Sharepoint site. Webinars and in-person lab information in Team Brainshark) |
| **February** | Ensure progress towards completion of SPBP  Check on recently hired staff for PBIS understanding - provide “PBIS 101” Brainshark resource  Provide the SPBP Surveymonkey link to all staff *(optional)* |
| **March**  **4th meeting** | Ensure progress towards completion and submission of SPBP  Review Implementation plan; check off completed Action Steps  Staff to re-teach Expectations and Rules after from spring break  Provide stakeholders/parent presentation on new SPBP for next year  Provide staff presentation and faculty vote on new SPBP for next year  Present implementation data, behavior data, team activities, and SPBP progress to entire staff |
| **April** | Submit your SPBP in OSPA by April 30th every year. Use this new SPBP in the next school year  Continue implementing your *current* SPBP through the end of the current school year |

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| **CRITICAL ELEMENT # 10: Evaluation** |

**10A. Staff** implement the School-wide Positive Behavior Plan effectively:

*“Are* ***staff*** *implementing the SPBP with fidelity? How do you know?”*

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| **STAFF Implementation Monitoring** | |
| Action Step | Create an observable and measurable SMART goal to determine “successful”  **staff implementation** of action step |
| School-wide **expectations** and location-specific **rules** are posted across campus | By August 2019, expectations and goals will be posted in 100% of common areas (hallways, specials classes, cafeteria, media center, front office). |
| **Expectations and Rules lesson plans** are being taught as written and when indicated | At each quarterly lesson plan check, 95% of staff will have evidence of behavior lessons being taught and reviewed. Quarterly walkthrough data will show that 95% of teachers have taught behavior lessons. |
| The **Discipline flow chart** is being used by all staff as written | 100% of office referrals will be processed only after teachers have evidence of using all hierarchy of consequences from the discipline flow chart. |
| A **reward system** is being implemented for *all* students | By December 2019, 100% of classes would have received incentives from being acknowledged by staff members. |

**10B.** The SPBP is successful in positively impacting **students:**

*“If staff are implementing the SPBP consistently and effectively, did it positively impact* ***the students****? How do you know?”*

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| **STUDENT Outcome Monitoring** | |
| Student Outcome Data | Create an observable and measurable **SMART** goal to determine  “successful” **student outcomes** |
| **Behavior Incident** data  (See critical element #3A) | By June 2020, Unruly/Disruptive referrals will decrease by 25%, from 36 to 27 incidents occurring. |
| **Top 3 event locations** data  (See critical element #4A) | By June 2020, Hallway referrals will decrease from 12 to less than 5. |
| **Core effectiveness** data  (See critical element #8A) | At each quarterly behavior meeting, our core data will be greater than 80%. |
| **Classroom referrals** data  (See critical element #7C) | At each quarterly meeting, data will show that classroom referrals will decrease by 10% from the previous quarter. |