

#### Elements have changed in the SPBP.

Before completing, go to http://www.browardprevention.org/mtssrti/rtib/ → School-wide Positive Behavior Plan for:

- ✓ A NEW Brainshark for Principals. <u>ACTION</u>: Log in with your p # and watch the Brainshark before Jan 30th.
- ✓ A NEW Overview Brainshark for Teams. <u>ACTION</u>: Log in with school name and watch the Brainshark.
- ✓ A NEW mini Brainshark Series for teams. These Brainsharks are divided into the 10 Critical Elements of PBIS. They will show you "how to" write a comprehensive SPBP (and receive a high score!)
- ✓ A Rating Rubric to ensure teams will correctly complete the SPBP and develop a meaningful plan.

To provide consistency across the District, *only plans entered on the current district template will be accepted.* <u>ACTION</u>: Download, complete and upload the SPBP into your School Improvement Plan <u>before May 1, 2018</u>:

School Name:	Annabel C. Perry PreK-8
School Number:	1631
SPBP Contact Name: Genevieve Leydig	
Direct Phone Number:	754-323-7050

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

**1A.** List your current (SY 2017/18) team members (6 - 10 team members). **Must include an instructional representative from EACH grade/content area.** Each name on this list verifies attendance in <u>ongoing team meetings</u> and <u>participation in</u> <u>developing this SPBP</u>. Each member is responsible for representing major stakeholders and sharing the SPBP content and updates with their respective group.

Full Name	Position	Who or what grade level does this member represent?
Thomas Correll	Principal	Administration
Genevieve Leydig	Assistant Principal (elementary) SPBP Point of Contact	
Jennifer O'Neal	Assistant Principal (Middle)	SAC
Tisha Parchment	Guidance Counselor	
	Parent/Community Representation	
Charles Sanders	BTU Representative	
Jacqueline Foster	Parent Representative	

#### **1B**. Schedule and document your quarterly team meeting dates for *next* 2018/19 school year:

Meeting Date	Meeting Time	Name & title of person responsible to facilitate meeting	Content of meetings:
Click to enter a date.		Click here to enter Name & Title	1. Create and disseminate updated Expectations and Rules lesson
Click to enter a date.		Click here to enter Name & Title	plans (#3 and #4) 2. Review progress of
Click to enter a date.		Click here to enter Name & Title	Implementation Action Plan (#9) 3. Collect & analyze implementation data (#10A)
Click to enter a date.		Click here to enter Name & Title	<ul> <li>4. Collect &amp; analyze student outcome data (#10B)</li> </ul>

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

**2A**. Action Steps <u>completed **this year**</u> (SY 2017/18) that increased faculty and stakeholder understanding and knowledge of your *new* (2018/19) SPBP:

Action Steps:	<b>Date</b> (Between Jan 15 – April 30, 2018)	<b>Details</b> (retain attendance sheets at school)	Person responsible to collect and retain attendance sheets:
Presented the <i>new</i> SPBP (for SY 2018/19) to staff	4/27/2018	# of participants =	Genevieve Leydig
Held a <i>faculty</i> vote on the new SPBP (for SY 2018/19)	4/27/2018	% approved =	Genevieve Leydig
Presented the <i>new</i> SPBP (for SY 2018/19) to stakeholders (parents and community)	4/24/2018	# of participants =	Genevieve Leydig

**2B.** Action Steps to be completed **next year** (SY 2018/19) to increase faculty and stakeholder understanding and knowledge of your SPBP:

Action Steps:	Date(s) (NEXT YEAR)	<b>Content</b> (retain attendance sheets at school)	Person responsible to collect and retain attendance sheets:	
Provide a professional development on the 2018/19 SPBP for all staff	<b>Prior to students' 1<sup>st</sup> day:</b> Click here to enter a date.		the SPBP for the 18/19 school year.	Click here to enter
Present the 2018/19 SPBP to stakeholders (parents and community)	Prior to Oct 1 <sup>st</sup> , 2018 Click here to enter a date.		NAME.	
	<b>1.</b> Click here to enter a date.	The team will present the <u>implementation data</u> in 10A. Include: • the "marketing" (teaching and posting) of expectations and rules		
Present behavior data to staff	<b>2.</b> Click here to enter a date.	<ul> <li>lesson plan implementation</li> <li>discipline procedures</li> <li>reward system implementation</li> </ul>	Click here to enter NAME.	
<u>Quarterly</u> : minimum of 4 each year	<b>3</b> . Click here to enter a date.	The team will present the <u>student</u> <u>outcome data</u> in 10B. Include: • top 3 event locations • type of behavior incidents		
	<b>4.</b> Click here to enter a date.	<ul> <li>core effectiveness data</li> <li>classroom referral data, as well as analysis of this data.</li> </ul>		

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

#### 3A. List the top 10 behavior incidents data YTD from BASIS 3.0 Behavior Dashboard:

Top 10 Behavior Incidents (put N/A in any blank spaces)		
1. Unruly/Disruptive Behavior 6. Disruptive Unruly Play		
2. Fight Minor Altercation	7. Dress Code Violation	
3. Fighting Medium 8. Out of Assigned Area		
4. Disobedience/Insubordination	9. Class Cut	
5. Battery 10. Defiance of Authority/Habitual		

**3B.** Based on the behavior incidents in 3A, develop 3 – 5 **positive characteristics** (not behaviors) that would counteract the demonstration of these misbehaviors. These positive characteristics become your school-wide expectations.

	School-wide Expectations
Control my behavior	
Act responsibly	
Respect others	
Engage in learning	
Control my behavior	

**3C.** Research indicates that discipline referrals increase after long holidays and during testing times. Plan to teach your expectations at least 3 times throughout the year (and anytime the expected behaviors are not being demonstrated). <u>ACTION:</u> Create at least <u>one lesson plan for **each** school-wide expectation above</u> and distribute to teachers during preplanning 2018-19. Develop additional lesson plans you will use throughout the year to re-teach and reinforce your schoolwide expectations. You do not need to submit your lesson plans with the SPBP. Retain all behavior lesson plans at the school; make sure these lesson plans are available for guests and stakeholders.

	When will school-wide expectations lesson plans be taught?				
		Date(s)	Time:		
	August				
	January				
4 <sup>th</sup>	<sup>1</sup> Quarter				
	Who will be responsible for teaching the lesson plans?				
	Where will the lesson plan instruction occur?				
Who	Who is responsible for retaining, organizing and distributing all lesson plans? Click here to enter NAME				

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

4A. List the top 3 locations for behavior Events YTD from BASIS 3.0 Behavior Dashboard. Do not use "classroom"

Top 3 Locations	
School Location	# Incidents
1.	
2.	
3.	

**4B.** Create an Expectations/Rules Matrix from your 3-5 school-wide expectations and your top 3 event locations. Develop a positively stated, observable, and measurable <u>rule</u> that correlates with every expectation to create a <u>maximum</u> of 5 rules under each location.

	Expectations and Rules Matrix						
		<b>IDENTIFIED LOCATIONS</b> Copy and paste locations from <b>4A</b> .					
		Click here to enter Location #1	Click here to enter Location #2	Click here to enter Location #3			
S	Copy and paste expectations from <b>3C</b> .	Rules	Rules	Rules			
EXPECTATIONS	Control my Behavior	Follow directions the first time	Use good table manners	Keep hands, feet and objects to yourself			
	Act Responsibly	Always do what is expected	Stay in your seat and Clean your area	Respect school property			
<mark>School-wide</mark>	Respect Others	Use kind words and actions	Use kind words and actions	Use kind words and actions			
Scho	Engage in Learning	Pay attention to your surroundings	Speak to those at your table using an inside voice	Get to class on time			
	Click here to enter Expectation #5	Click here to enter a Rule	Click here to enter a Rule	Click here to enter a Rule			

**4C**. Research indicates that discipline referrals increase after long holidays and during testing times. Plan to teach your location-specific rules at least 3 times throughout the year (and anytime the expected behaviors are not being demonstrated). **ACTION:** Create at least <u>one lesson plan for **each** location above</u> and distribute to teachers during pre-planning 2018-19. Develop additional lesson plans you will use throughout the year to re-teach and reinforce your location-specific rules. *You do not need to submit your lesson plans with the SPBP. Retain all behavior lesson plans at the school; make sure these lesson plans are available for guests and stakeholders.* 

When will location-specific rules lesson plans be taught?					
	Date(s)	Time:			
August					
January					
4 <sup>th</sup> Quarter					
	Who will be responsible for teaching the lesson plans?				
	Where will the lesson plan instruction occur?				
Who is respor	Who is responsible for retaining, organizing and distributing all lesson plans? Click here to enter NAME				

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

Although you will post, teach, review, practice and reinforce all school-wide expectations and location-specific rules, **choose 1 expectation OR 1 event location** you will target for a specific reward program for students. <u>Based on the data</u> that led to this expectation or location, create a reward plan using the 4 Step Problem Solving Process:

Expectation or Location: \_\_\_\_\_

4 Step Problem Solving Process	Plan	
<b>1. Problem Identification:</b> Use your behavior data to identify a	Data used: BASIS and Daily Observation	
school-wide problem. What problem did you identify? (use numerical data)	<b>Problem Identification</b> : Based on BASIS data, besides classrooms, the highest amount of incidents (18) occurred throughout school grounds.	
<b>2</b> . <b>Problem Analysis:</b> Why do you think this problem is occurring? What is your goal? ( <i>use a SMART goal statement with numerical data</i> )	<b>Hypothesis:</b> Class change throughout middle school and transitions for elementary tend to be less structed and provided students to more opportunities to display non-desirable behaviors.	
	<b>Goal Statement:</b> In order to reduce behavior infractions throughout school grounds, school personal will increase the use of the Penguin Buck Reward System by rewarding students with Penguin Bucks for proper transitions and bell changes with the goal of reducing the total infractions by 50%.	
<b>3. Intervention Design:</b> Describe how you will implement a positive reward program to decrease this problem.		
<b>4. Evaluation:</b> A. Implementation fidelity	A. How do you monitor the fidelity (consistency and effectiveness) of the <u>staff's</u> implementation of the reward program? To determine the effectiveness, administration will monitor daily behavior infractions through BASIS. In addition, administration will also monitor the amount of Penguin Bucks students are using during the weekly store.	
B. Student outcome monitoring	B. How will you know if the reward program is positively impacting <u>students</u> ? What measurable data will you use to determine "success"? To determine the effectiveness of the program on students, administration and the SPBP Team will conduct observations and informal discussions with students to gain their input. In addition, the team will monitor the number of infractions based on BASIS to determine if the goal of reducing the behavior infractions throughout school grounds is occurring.	

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

**6A. Staff Managed Misbehaviors:** List the top 6 *most common* school-wide misbehaviors **staff are expected to manage.** Write a short, objective, and measurable definition for each.

Staff Managed Misbehaviors		
Misbehavior	"Looks Like" - provide a description with example(s)	
1.		
2.		
3.		
4.		
5.		
6.		

**6B. Staff Managed Consequences**: Create a consequence <u>menu</u> **OR** a consequence <u>hierarchy</u> for staff to use when students exhibit the above misbehaviors. Provide a minimum of **5** consequences.

Is this a menu or hierarchy system?	□ Menu □ Hierarchy
Verbal Warning with redirection	
Parent contact	
Parent/Teacher conference	
Loss of privilege(s)	
Classroom Detention	

#### 6C. Administration Managed Misbehaviors:

(a) Define the first 3 behaviors by providing examples that clearly identify the point at which the misbehavior warrants an Office Discipline Referral (ODR).

(b) List two additional common school-wide misbehaviors that will result in an ODR. Provide concrete examples.

(c) Determine staff tolerance level for repetitive misbehaviors (the point at which the number of staff-managed misbehaviors becomes an ODR).

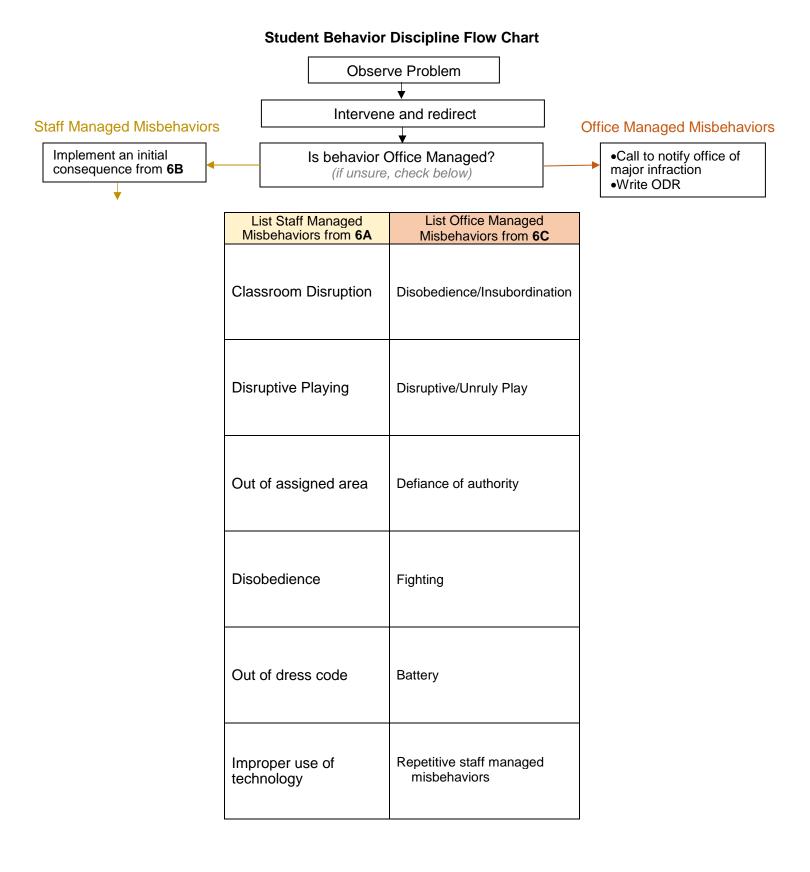
Office Discipline Referrals (ODRs)				
Behavior	"Looks Like" - provide a description with example(s)			
1. Disobedience/Insubordination	Displaying behaviors that cause an immediate disruption to the learning environment or can cause an unsafe learning environment.			
2. Disruptive/Unruly Play	Displaying behaviors that cause an immediate disruption to the learning environment.			
3. Defiance of authority	Displaying behaviors that cause an immediate disruption to the learning environment.			
4. Fighting	Displaying or engaging in violence, combat, or aggression (Two or more students)			
5. Battery	Intentional conduct that was meant to cause harm to another individual.			
6. Repetitive staff managed misbehaviors	More than 3 misbehaviors in two hours warrants an office referral.			
	e.g., 3 half hour			
	2 one period			

#### 6D. School-wide Discipline Flow Chart:

(a) Review the sample discipline flow charts in "Additional Items" located on browardprevention.org

(b) Copy or customize a flow chart to graphically represent the discipline process at **your** school.

(c) Paste the flow chart here **OR** complete the flow chart below.



↓

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

**7A.** ALL teachers implement an effective Tier 1 classroom management system:

Which <b>evidence-based</b> classroom management system is supported by your school's administration and is expected to be implemented school-wide? (Class Dojo, LEAPs, HERO, Cloud 9, etc. are tools, <u>not</u> classroom systems)	<ul> <li>CHAMPs*</li> <li>PBIS Classroom Management</li> <li>Administration does not expect an evidence- based classroom management system to be implemented by teachers this year (your school will need to adopt one next year)</li> <li>Other (complete below)</li> </ul>
If other, name the evidence-based classroom management system:	Click here to enter name of system.
*CHAMPs is the district-supported, evidence-based universal classroom management system for all teachers. Would your Principal like to be contacted to learn about CHAMPs professional development?	□ Yes □ No

#### 7B. Fidelity of staff implementation of school-wide classroom management systems

What data collection tool does your school leadership team use to monitor and evaluate your teacher's classroom management skills? (Measure staff skills, not student outcomes)

□ CHAMPs 7 Up Checklist

□ CHAMPs Classroom Check Up (CCU)

□ PBIS Classroom Assistance Tool (CAT)

PBIS Walkthrough

□ Marzano's Domain 1, Design Questions 5, 6, 7, 8, 9

□ Fidelity of staff classroom management implementation is not monitored to determine training needs this year (you will need to adopt a tool and plan next year)

Other (specify):

Explain how this data is collected and analyzed by your school leadership team as a **universal screening** <u>across teachers</u> to determine the need for classroom management training:

Fidelity of Implementation Plan: (3-4 sentences)

#### 7C. Percentage of Classroom Referrals:

(a) Review your classroom data YTD ("Events by Location") in BASIS 3.0 Behavior Dashboard.

(b) Complete the yellow highlighted cells first.

(c) Auto-calculate the % of referrals in the classroom by clicking on "!Zero Divide" in the next cell and pressing "Fn + F9" together.

Total number of discipline referrals from classrooms:	
Total number of <b>school-wide</b> discipline referrals:	
% of referrals in the classroom:	Zero Divide
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.

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

# **8A. Determine your School-wide Core Effectiveness YTD** from the BASIS Behavior Dashboard in the "Referrals per Student" chart.

(a) Complete the yellow highlighted cells first.

(b) Auto-calculate the "% of Total Population" by clicking on each "!Zero Divide" in the cells and pressing "Fn + F9".

(c) Determine if the core is effective in all three areas

TOTAL Population:				
# Referrals	% of Total Population	Core Effectiveness		
0 - 1 referral	!Zero Divide	Are your 0 – 1 referrals > 80%?	□Yes □No	
2 - 5 referrals (at risk students)	!Zero Divide	Are your 2 - 5 referrals <15%?	□Yes □No	
> 5 referrals (high risk students)	!Zero Divide	Are your >5 referrals <5%?	□Yes □No	

#### 8B. Core Effectiveness Plan:

If <u>all 3</u> are " <b>Yes</b> ", 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 plan does your school le	adership	team implement for early
identification of at risk and high risk students?		
(b) If you answered "NO", indicate the supports and interventions your school leadership	o team wi	ll implement at the
beginning of the next school year to improve core strength:		
Core Effectiveness Plan: (3-4 sentences)		

# **8C. Disproportionality: Determine if there are any issues within subgroups** from BASIS 3.0 Behavior Dashboard in the "Referrals by Demographics" chart.

(a) Complete the yellow highlighted cells first.

(b) Auto-calculate the difference by clicking on each "0" in the next cell and pressing "Fn + F9".

Subgroups	(PctPop - Green) % of students	(PctRef - Blue) % of referrals	Difference in referral composition	Positive valu dispropor (Is the value	tionality
Black			0	□Yes	□No
Hispanic/Latin			0	□Yes	□No
White			0	□Yes	□No

**8D. Disproportionality Plan:** If any values are positive, the percentage of referrals contributed to that subgroup is higher than expected, given that subgroups' percentage in the student population.

If <u>all 3</u> are " <b>No</b> ", 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 Plan: (3-4 sentences)

## Critical Elements # 9: SPBP Implementation Planning

This form provides a timeline to complete best practices and required actions. This timeline should drive team actions and accountability. As you implement your SPBP *NEXT* year, check off **completed items** and indicate the accountable person. (Complete only the yellow highlighted area at this time). Next year, you will upload this completed plan within your SPBP.

Required actions for all schools in Broward County Best Practices for all schools in Broward County Resources



SPBP Team Implementation Action Plan 2018 - 2019			
Month	Action Step	Completed: Person Responsible Name & Title	
Current	This Action Plan has been saved to use next year during quarterly meetings	Click here to enter NAME & title.	
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, Expectation lesson plans and Rules lesson plans	Click here to enter NAME & title.	
Pre Planning 2018	<ul> <li>Print up your SPBP Review and school score from OSPA</li> <li>Provide SPBP presentation to all staff during Pre Planning</li> <li>Disseminate the current SPBP (hard copy or electronically) to all staff and stakeholders</li> <li>Market and post school-wide Expectations and location-specific Rules (posters, PSAs, etc.)</li> <li>Identify your Rtl Instructional Facilitator provided by the district (Contact tyyne.hogan@browardschools.com for more information, if you are unsure)</li> <li>Confirm 1<sup>st</sup> team meeting date and time</li> </ul>	Click here to enter NAME & title.	
August 1 <sup>st</sup> meeting	<ul> <li>Ensure schedule of quarterly meeting dates for entire year as indicated in the SPBP</li> <li>Determine any needed team training, such as the 4 Step PSP Brainshark Series, 10 Critical Elements Brainsharks, Data Collection, Effective CPST Teams, PBIS 101, etc. Trainings available at: http://www.browardprevention.org/mtssrti/training-modules/</li> <li>Review previous year's behavior data. (Use 'Agenda' and 'Data Collection Template') Forms available at: http://www.browardprevention.org/mtssrti/trib in Tier 1, Teaming</li> <li>Present implementation data, behavior data, team activities and progress to entire staff</li> <li>Utilize the 4 Step Problem Solving Process to develop initial interventions</li> <li>Review previous year's SPBP and feedback form</li> <li>Verify and implement teaching schedule for SPBP Expectations and Rules behavior lesson plans</li> </ul>	Click here to enter NAME & title	
September	<ul> <li>Provide stakeholder presentation on SPBP prior to October 1</li> <li>Check for staff and teacher understanding of PBIS - provide "PBIS 101" Brainshark as a resource Brainshark available at: http://www.brainshark.com/browardschools/PBIS101</li> </ul>	Click here to enter NAME & title.	
October 2 <sup>nd</sup> meeting	<ul> <li>Ensure instructional staff know how to (and are, as needed) enter Tier 1 Supplemental Strategies for behavior in BASIS</li> <li>Present implementation data, behavior data, team activities and progress to entire staff</li> </ul>	Click here to enter NAME & title.	
November	<ul> <li>Staff to re-teach Expectations and Rules first day back from break.</li> <li>Team to develop new and/or improved lesson plans as indicated by behavior data.</li> </ul>	Click here to enter NAME & title	
January 2019 3 <sup>rd</sup> meeting Prepare for 2019/20 SPBP	<ul> <li>Staff to re-teach Expectations and Rules first day back from break</li> <li>Ensure the <u>Principal signs in</u> and watches the <i>new</i> SPBP Brainshark: Due January 30<sup>th</sup></li> <li>Present implementation data, behavior data, team activities and progress to entire staff</li> <li>Choose team members and dates to work on, complete, and submit the <i>new</i> SPBP</li> <li>Teams watch the <i>new</i> SPBP Brainsharks and refers to <i>new</i> "Additional items"</li> <li>Brainsharks and Additional items posted at: <u>http://www.browardprevention.org/mtssrti/rtib</u></li> </ul>	Click here to enter NAME & title.	
February	<ul> <li>Ensure progress towards completion of SPBP</li> <li>Check on recently hired staff for PBIS understanding - provide "PBIS 101" Brainshark resource</li> <li>Provide the SPBP Surveymonkey link to all staff (optional). Email</li> <li>Tyyne.hogan@browardschools.com</li> <li>to request analysis.</li> </ul>	Click here to enter NAME & title	
March 4 <sup>th</sup> meeting	<ul> <li>Ensure progress towards completion of SPBP</li> <li>Provide staff presentation and vote on new SPBP for next year</li> <li>Provide stakeholders/parent presentation on new SPBP for next year</li> <li>Present implementation data, behavior data, team activities and progress to entire staff</li> </ul>	Click here to enter NAME & title	
April	□ Submit your SPBP in OSPA by April 30 <sup>th</sup> every year	Click here to enter NAME & title	

## **CRITICAL ELEMENT # 10: Monitoring Plans**

**10A.** How will you determine the success <u>of *staff* implementation</u> of the School-wide Positive Behavior Plan? "Are *staff* implementing the SPBP with fidelity? How do you know?"

Fidelity of Implementation Monitoring Plan				
Action Step	Create an <b>observable</b> and <b>measureable</b> SMART goal to determine "successful" <b>staff implementation</b> of action step	When will data be collected, analyzed & presented?	Person responsible to collect and analyze data	
School-wide expectations and location-specific rules are posted across campus		Refer to <b>guarterly</b>	Click here to enter name	
Behavior lesson plans are being taught as written and when indicated		presentation dates in 2B.	Click here to enter name	
Discipline consequences and flow chart are being used by all staff as written		This is the data the team will be sharing during presentations.	Click here to enter name	
A <b>reward system</b> is being implemented for <i>all</i> students			Click here to enter name	

**10B.** How will you determine whether the SPBP is successful in positively impacting <u>students</u>? *"If staff are implementing the SPBP consistently and effectively, did it positively impact the students*? How do you know?"

Student Outcome Monitoring Plan			
Student Outcome Data	Create an <b>observable</b> and <b>measureable</b> SMART goal to determine "successful" <b>student outcomes</b>	When will data be collected, analyzed & presented?	Person responsible to collect and analyze data
See critical element 3A <ul> <li>Type of behavior</li> </ul> <li>incidents data</li>		Refer to <b>guarterly</b> presentation dates in 2B. This is the data the team will be sharing during presentations.	Click here to enter name
See critical element 4A  • Top 3 event locations data			Click here to enter name
See critical element 8  • Core effectiveness data			Click here to enter name
See critical element 7A • Grade Level/Classroom referrals data			Click here to enter name