

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

Broward County Public Schools

To be implemented in SY 2018/19

**Elements have changed in the SPBP.**

Before completing, go to[**http://www.browardprevention.org/mtssrti/rtib/ →**](http://www.browardprevention.org/mtssrti/rtib/%20%E2%86%92)*School-wide Positive Behavior Plan* for:

* **A NEW Brainshark for Principals. ACTION: Log in with your p # and watch the Brainshark before Jan 30th.**
* **A NEW Overview Brainshark for Teams. ACTION: 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*.

**ACTION: Download, complete and upload the SPBP into your School Improvement Plan before May 1, 2018:**

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| **School Name:** | Atlantic West ES  |
| **School Number:** | 2511 |
| **SPBP Contact Name:**  | Jounice Lewis  |
| **Direct Phone Number:**  | 754-322-5300 |

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| **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 ongoing team meetings and participation in developing this SPBP. Each member is responsible for representing major stakeholders and sharing the SPBP content and updates with their respective group.*

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| **Full Name** | **Position** | **Who or what grade level does this member represent?** |
| Diane Eagan | Principal | Administration |
| Jounice Lewis | PBIS Point of Contact | Administration |
| Annette Dittmeier | BTU Representative | BTU/ Teacher |
| Rocio Dejo | Parent/Community | Community/Parents/Bilingual (Spanish)School-based Interventionist  |
| Ronnie Schorehart | School Counselor  | Family Liaison |
| Gracie Beish | ESE Specialist  | Special Education Liaison  |
| Marlene Kershner  | Office Staff  | Office Liaison |
| Julie Miller | Teacher | Teacher Liaison |
| Susann Reeves | Teacher | Teacher Liaison |
| Kristy Rant  | ASD Coach  | ASD/Cluster Liaison  |
| Immacula Joseph  | Teacher/Community | Bilingual (Haitian-Creole) KindergartenTeacher  |

**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:** |
| 8/8/2018 | 1:00-2:00pm | Jounice Lewis | 1. Create and disseminate updated  Expectations and Rules lesson  plans (#3 and #4)2. Review progress of  Implementation Action Plan (#9)3. Collect & analyze implementation  data (#10A)4. Collect & analyze student  outcome data (#10B) |
| 10/17/2018 | 1:00-2:00pm | Jounice Lewis |
| 1/9/2019 | 1:00-2:00pm | Jounice Lewis |
| 4/10/2019 | 1:00-2:00pm | Jounice Lewis |

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

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

|  |  |  |  |
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| **Action Steps:** | **Date***(Between Jan 15 –* *April 30, 2018)* | **Details***(retain attendance sheets at school)* | **Person responsible to collect and retain attendance sheets:** |
| Presented the *new* SPBP (for SY 2018/19) to staff | 4/25/2018 | # of participants = 58 | Jounice Lewis |
| Held a *faculty* vote on the new SPBP (for SY 2018/19) | 4/25/2018 | % approved = 100% | Jounice Lewis |
| Presented the *new* SPBP (for SY 2018/19) to stakeholders (parents and community) | 4/9/2018 | # of participants = 12  | Jounice Lewis |

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

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| **Action Steps:** | **Date(s)***(NEXT YEAR)* | **Content***(retain attendance sheets at school)* | **Person responsible to collect and retain attendance sheets:** |
| Provide a professional development on the 2018/19SPBP for all staff | Prior to students’ 1st day:8/8/2018 | The team will present the updates in the SPBP for the 18/19 school year. All stakeholders will be provided with access to the SPBP. Feedback will be collected for future team meetings. | Jounice Lewis |
| Present the 2018/19SPBP to stakeholders (parents and community) | Prior to Oct 1st, 20189/3/2018 |
| Present behavior data to staff *Quarterly: minimum of 4 each year* | 1. 9/5/2018 | The team will present the implementation data in 10A. Include:• the “marketing” (teaching and posting) of expectations and rules • lesson plan implementation• discipline procedures • reward system implementationThe team will present the student outcome data in 10B. Include: • top 3 event locations • type of behavior incidents• core effectiveness data • classroom referral data, as well as analysis of this data. | Jounice Lewis |
| 2. 10/24/2018 |
| 3. 12/5/2018 |
| 4. 3/20/2019 |

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

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

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| **Top 10 Behavior Incidents***(put N/A in any blank spaces)* |
| 1. Disobedience/Insubordination (72) | 6. Assault/Threat (non-criminal) (2) |
| 2. Unruly/Disruptive (16)  | 7. Fight (minor) (2) |
| 3. Insulting/Profane/Obscene Language (5) | 8. Technology- Inappropriate Use (1) |
| 4. Defiance of Authority- Habitual (2) | 9. Profanity to Staff Member (1) |
| 5. Battery (2) | 10. Disruption on Campus (Minor) (1) |

**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.

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| **School-wide Expectations (SOAR)** |
| 1. Self-Control |
| 2. On- Task |
| 3. Acceptance  |
| 4. Respect |

**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).

**ACTION:** Create at least one lesson plan for **each** school-wide expectation above 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 school-wide 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.*

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| **When will school-wide expectations lesson plans be taught?** |
|  | Date(s) | Time: |
| August | 1st week of school (August 15-August 22, 2018) | 8:00-8:25am in all homeroom classrooms |
| January  | January 8-January 15, 2019 | 8:00-8:25am in all homeroom classrooms  |
| 4th Quarter | April 1- April 5, 2019 | 8:00-8:25am in all homeroom classrooms  |
|  |
| Who will be responsible for teaching the lesson plans? | All classroom teachers  |
| Where will the lesson plan instruction occur? | PreK-5th grade classes |
| Who is responsible for retaining, organizing and distributing all lesson plans? | Jounice Lewis, AP |

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| **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”***

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| **Top 3 Locations** |
| School Location | # Incidents |
| 1. Cafeteria  | 7 |
| 2. Hallway | 6 |
| 3. PE Field  | 4 |

**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 rule that correlates with every expectation to create a maximum of 5 rules under each location**.**

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| **Expectations and Rules Matrix** |
|  **School-wide EXPECTATIONS** | *Copy and paste expectations from* ***3C****.* | **IDENTIFIED LOCATIONS***Copy and paste locations from* ***4A.*** |
| Cafeteria | Hallway | Gymnasium (Playground/PE) |
| **Rules**  | **Rules**  | **Rules**  |
| Self-Control | Keep hands, feet and food to yourself | Keep hands and feet to yourself | Keep hands, feet and objects to yourself |
| On Task | Use CHAMPS Voice level 2 (low conversational voice)Remain in your seat, eating your lunch | Use CHAMPS Voice level 0 (Silent)Walk on the right side in a straight line | Use playground equipment properly and safelyPlay only in assigned area |
| Acceptance | Use kind words to classmates and adults |  | Use kind words to classmates and adults |
| Respect | Follow adult directions the first time asked | Walk directly to your destination | Line up quickly and quietly |

**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 one lesson plan for **each** location above 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.*

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| **When will location-specific rules lesson plans be taught?** |
|  | Date(s) | Time: |
| August | 1st week of school (August 15-August 22, 2018) | 8:00-8:25am in all homeroom classrooms |
| January  | January 8-January 15, 2019 | 8:00-8:25am in all homeroom classrooms  |
| 4th Quarter | April 1- April 5, 2019 | 8:00-8:25am in all homeroom classrooms  |
|  |
| Who will be responsible for teaching the lesson plans? | All classroom teachers  |
| Where will the lesson plan instruction occur? | PreK-5th grade classes |
| Who is responsible for retaining, organizing and distributing all lesson plans? | Jounice Lewis, AP |

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| **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. Based on the data that led to this expectation or location, create a reward plan using the 4 Step Problem Solving Process:

Expectation or Location: Self-Control (SOAR Expectation)

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| **4 Step Problem Solving Process** | **Plan** |
| **1. Problem Identification:** Use your behavior data to identify a school-wide problem. What problem did you identify? *(use numerical data)* | **Data used:** Behavior incidents-  **Problem Identification:** Students are receiving the highest amount of office discipline referrals for disobedient/insubordinate behavior. Students receiving disobedience/insubordination ODRs are not showing respect to adults which one of the SOAR school-wide expectations.  |
| **2**. **Problem Analysis:** Why do you think this problem is occurring?What is your goal? *(use a SMART goal statement with numerical data)* | **Hypothesis:** Students who receive ODRs for disobedience/insubordination are not exhibiting self-control, one of our school-wide expectations.**Goal Statement:** If students have the opportunity to earn rewards for displaying self-control, then the number of ODR incidents for disobedience/insubordination will be reduced. |
| **3. Intervention Design:**  Describehow you will implement a positive reward program to decrease this problem. | **Type of System: Point system** **Description of System:** *(3-4 sentences)* Using the HERO system, teachers, administrators and support staff will issue HERO points to students who demonstrate self-control. Students who receive a predetermined number of points in HERO will be invited to the SOAR reward party.  |
| **4. Evaluation:**A. Implementation fidelity | 1. How do you monitor the fidelity (consistency and effectiveness) of the **staff’s** implementation of the reward program? *(2-3 sentences)* Ms. Lewis will review HERO data reports to ensure all students have opportunity to earn HERO points in every class. Teachers who have difficulty utilizing the school-wide reward system will attend additional training with our District PBIS coach.
 |
| 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)*Using the “Daily Activity” report in HERO, students who earn enough HERO points in the month will attend the reward party. Students who have not earned HERO points during the month will be pulled during the report and the team will meet with teachers to put support plans into place.
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| **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.

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| **Staff Managed Misbehaviors** |
| Misbehavior |  “Looks Like” - *provide a description with example(s)*  |
| 1. Excessive talking/Calling out | Excessive talking or calling out when the teacher is talking/ teaching a lesson.  |
| 2. Off Task | Trying to engage others while they are working once per activity or lesson. |
| 3. Refusal to comply with teacher’s direction | Quietly refusing to do work or complete a task as directed by teacher or staff member.  |
| 4. Non-Compliance- Procrastination  | Student has difficulty going from point A to point B or takes more than ten minutes to start task once per activity/lesson. |
| 5. Disrespectful to teacher or other staff members | Repeatedly talking back to adult, arguing, eye rolling, making noises, etc.  |
| 6. Distraction | Dropping things, laughing, or making noises on purpose to distract teacher and/or classmates.  |

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

|  |  |
| --- | --- |
| Is this a menu or hierarchy system?  |  [ ]  Menu [x] Hierarchy |
| Redirection to appropriate behavior/Verbal warning (optional: move clip chart) |
| Reteach and Restate expectation/rule with replacement behavior (optional: move clip chart) |
| Private conference with student on inappropriate behavior (optional: move clip chart) |
| Think Sheet (optional: move clip chart) |
| Contact Parent (optional: move clip chart) |

**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).

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| **Office Discipline Referrals (ODRs)** |
| Behavior |  “Looks Like” - *provide a description with example(s)* |
| 1. Disobedience/Insubordination | Habitually refuses to follow school or classroom rules and/or procedures. Student intentionally does the opposite of what he or she was asked to do causing concern with safety of student or others.  |
| 2. Disruptive/Unruly Play | Causes severe classroom disruption which results in removal of the student or habitually bother other students and off task playing in class to the extent of causing disruption to the learning environment for more than fifteen consecutive minutes.  |
| 3. Defiance of authority | Refusal to comply with an adult directive more than three times per classroom activity/lesson to where it interferes with the learning in the classroom. |
| 4. Elopement from assigned area | Leaving the classroom, cafeteria, specials or any other setting without permission, despite being directed to stay in the assigned area by the teacher or staff member.  |
| 5. Use of profanity  | Student intentionally uses profanity toward teacher or staff member or other derogatory remarks and/or comments.  |
| 6. Repetitive staff managed  misbehaviors | More than misbehaviors inwarrants an office referral. day16 *e.g., 3 half hour* *2 one period* |

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



**AWE STEPS BEFORE WRITING A DISCIPLINE REFERRAL**

**1st Referable Incident:**

* Teacher Steps - Redirect, Teach SOAR Expectation, Clip Down, Think Sheet
	+ The 1st **Think Sheet** is submitted to Ms. Jalieba
	+ Classroom management color chart – put the color in student’s agenda

**2nd Referable Incident:**

* Teacher Steps - Redirect, Teach SOAR Expectation, Clip Down, Think Sheet, Contact Parent
	+ The 2nd **Think Sheet** is submitted to Ms. Jalieba
	+ Classroom management color chart – put the color in student’s agenda
	+ Put the first Tier 1 intervention into BASIS (See BASIS Drop Down Menu)

**3rd Referable Incident:**

* Teacher Steps - Redirect, Teach SOAR Expectation, Clip Down, Think Sheet, Contact Parent, Behavior Plan or Data Collection Tool
	+ The 3rd **Think Sheet** is submitted to Ms. Jalieba
	+ Classroom management color chart – put the color in student’s agenda
	+ Put the second Tier 1 intervention into BASIS

**4th Referable Incident:**

* Teacher Steps - Redirect, Teach SOAR Expectation, Clip Down, Think Sheet, Contact Parent, Behavior Plan or Data Collection Tool
	+ Classroom management color chart – put the color in student’s agenda
	+ Put the third Tier 1 intervention into BASIS
	+ Write a Discipline Referral (Parents are contacted prior to writing the referral)

**WRITING THE STUDENT DISCIPLINE REFERRAL IN DMS** Teacher & Case Manager notify the parent prior to writing the referral \_\_\_\_\_\_\_\_\_ Administration contacts parent re: the referral & consequence \_\_\_\_\_\_\_\_

**Resources: http://www.interventioncentral.org** [**http://www.pbisworld.com**](http://www.pbisworld.com)

**Below are examples of incidents that may be handled by the teacher.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Calling out | Cheating | Disrespectful tone | Out of area | Inappropriate Language | Consistent inattentive behavior | Invading Personal space |
| Lying/giving false information | Minor Aggression grabbing | Minor Disruption | Pushing /shoving others | Pattern of not completing work | Teasing consistently | Unsafe or rough play |

**Below are examples of incidents that are handled by Guidance and/or the Administration.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Aggressive Physical Contact | Bullying/Harassment“RIP” Protocol | Direct Refusal of Authority | Credible Threats | Fighting (Serious) | Leaving School Property  | Major/chronic destruction of property |
| Inappropriate use of the internet | Major/chronic refusal to follow school rules | Pattern of aggression/profane | Theft (Chronic pattern)  | Use of weapon, bring to school  | Crisis |  |

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

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

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| Which **evidence-based** 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,* ***not*** *classroom systems)* | [x]  CHAMPs\*[x]  PBIS Classroom Management[ ]  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)*[ ]  Other *(complete below)* |
| If other, name the **evidence-based classroom management system:** | N/A |
| \*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 [x]  No |

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

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| 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) |
| [x]  PBIS Walkthrough |
| [x]  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** *across teachers* 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**: | 85 |
|  Total number of **school-wide** discipline referrals:  | 113 |
| % of referrals in the classroom: | 43% |
| Do more than 40% of your referrals come from the classroom? | [x]  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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| **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: | 712 |  |  |
| # Referrals |  | **% of Total Population** | Core Effectiveness |
| 0 - 1 referral |  | 97% | Are your 0 – 1 referrals > 80%? | [x] Yes [ ] No |
| 2 - 5 referrals(at risk students) | 13 | 2% | Are your 2 - 5 referrals <15%? | [x] Yes [ ] No |
| > 5 referrals(high risk students) | 8 | 1% | Are your >5 referrals <5%?  | [x] Yes [ ] No |

**8B. Core Effectiveness Plan:**

|  |  |
| --- | --- |
| If all 3 are “**Yes**”, your core is effective. Is your core behavior curriculum effective? | [x] Yes [ ] No |
| Answer **either** (a) or (b):(a) If you answered “**Yes**”, although your core is effective, what plan does your school leadership 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 team will implement at the beginning of the next school year to improve core strength: |
| Core Effectiveness Plan: *(3-4 sentences)* Atlantic West uses the HERO system to track positive behavior for students in all school settings (classroom, cafeteria, hallways, playground). Students who earn the designated amount of HERO points will receive a reward. In addition, the Collaborative Problem-Solving Team (CPST) will meet to put behavioral support plans into place for students who receive multiple office discipline referrals. Coaches will work with those teachers to make sure the PBIP is in place and implemented with fidelity. CPST will progress monitor and adjust the behavior support plans as needed to reinforce expectations and teach replacement positive behavior.  |

**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”.

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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 | 69 | 66 | -3 | [ ] Yes [x] No |
| Hispanic/Latin | 19 | 25 | 6 | [x] Yes [ ] No |
| White | 11 | 10 | -1 | [ ] Yes [x] 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 all 3 are “**No**”, disproportionality is not indicated. Are all 3 “No”? | [ ] Yes [x] 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)* Data indicate disproportionality among Hispanic students receive a higher percentage of office discipline referrals than percentage of population. The Collaborative Problem-Solving Team (CPST) will share data with teachers and support teachers with implementing effective Tier 1 classroom management practices such as PAX Good Behavior Game (K-2) and CHAMPS (K-5). The CPST will also support teachers with using culturally responsive teaching practices in the classroom to reduce the disproportionality among these students.  |

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| **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**

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| **SPBP Team Implementation Action Plan 2018 - 2019** |
| **Month** |  **Action Step**[x] *check when Action completed* | **Completed:**Person ResponsibleName & Title |
| **Current** | [x]  **This Action Plan has been saved to use *next year* during quarterly meetings** | **Ms. Lewis, AP** |
| **Current** | [x]  **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** | **Ms. Lewis, AP** |
| **Pre Planning****2018** | [ ]  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 (posters, PSAs, etc.)[ ]  Identify your RtI Instructional Facilitator provided by the district  (Contact tyyne.hogan@browardschools.com for more information, if you are unsure)[ ]  Confirm 1st team meeting date and time  | Click here to enter NAME & title. |
| **August****1st meeting** | [ ]  Ensure schedule of quarterly meeting dates for entire year as indicated in the SPBP[ ]  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/>[ ]  Review previous year’s behavior data. (Use ‘Agenda’ and ‘Data Collection Template’) Forms available at: <http://www.browardprevention.org/mtssrti/rtib> in Tier 1, Teaming[ ]  Present implementation data, behavior data, team activities and progress to entire staff [ ]  Utilize the 4 Step Problem Solving Process to develop initial interventions[ ]  Review previous year’s SPBP and feedback form[ ]  Verify and implement teaching schedule for SPBP Expectations and Rules behavior lesson plans | Click here to enter NAME & title |
| **September** | [ ]  Provide stakeholder presentation on SPBP 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 | Click here to enter NAME & title. |
| **October****2nd meeting** | [ ]  Ensure instructional staff know how to (and are, as needed) enter Tier 1 Supplemental Strategies  for behavior in BASIS[ ]  Present implementation data, behavior data, team activities and progress to entire staff  | Click here to enter NAME & title. |
| **November** | [ ]  Staff to re-teach Expectations and Rules first day back from break. [ ]  Team to develop new and/or improved lesson plans as indicated by behavior data. | Click here to enter NAME & title |
| **January****2019****3rd meeting**Prepare for *2019/20* SPBP | [ ]  Staff to re-teach Expectations and Rules first day back from break[ ]  Ensure the Principal signs in and watches the *new* SPBP Brainshark: Due January 30th [ ]  Present implementation data, behavior data, team activities and progress to entire staff [ ]  Choose team members and dates to work on, complete, and submit the *new* SPBP[ ]  Teams watch the *new* SPBP Brainsharks and refers to *new* “Additional items” Brainsharks and Additional items posted at: <http://www.browardprevention.org/mtssrti/rtib> | Click here to enter NAME & title. |
| **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). Email Tyyne.hogan@browardschools.com to request analysis. | Click here to enter NAME & title |
| **March****4th meeting** | [ ]  Ensure progress towards completion of SPBP[ ]  Provide staff presentation and vote on new SPBP for next year[ ]  Provide stakeholders/parent presentation on new SPBP for next year[ ]  Present implementation data, behavior data, team activities and progress to entire staff  | Click here to enter NAME & title |
| **April** | [ ]  Submit your SPBP in OSPA by April 30th every year | Click here to enter NAME & title |

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

**10A.** How will you determine the success **of *staff* implementation** of the School-wide Positive Behavior Plan?

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

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| **Fidelity of Implementation Monitoring Plan** |
| Action Step | Create an **observable** and **measureable** SMART goal to determine “successful”**staff implementation** 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 | Expectation posters will be displayed in 100% of classrooms and rule posters will be displayed in the top three locations: hallway, cafeteria and playground.  | Refer to **quarterly** presentation dates in 2B.This is the data the team will be sharing during presentations. | Ms. Lewis (Assistant Principal) |
| **Behavior lesson plans** are being taught as written and when indicated | 95% of teachers will teach behavior lesson plans as observed through classroom walkthroughs during the specified dates/times. | Ms. Lewis (Assistant Principal) |
| **Discipline consequences**  and **flow chart** are being used by all staff as written | Each quarter AWE will have 20% less ODRs in the 2017-18 SY than the 2016-17 school year.  | Ms. Lewis (Assistant Principal) |
| A **reward system** is being implemented for *all* students | 90% of teachers will use the HERO tracking system to track students who demonstrate SOAR expectations. CPST will run monthly reports to monitor teacher usage and provide support as needed.  | Ms. Lewis (Assistant Principal) |

**10B.** How will you determine whether 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 Plan** |
| Student Outcome Data | Create an **observable** and **measurable** SMART goal to determine “successful”**student outcomes** | When will data be collected, analyzed & presented? | Person responsible to collect and analyze data |
| See critical element 3A• Type of **behavior incidents** data | Decrease the percentage of behavior incidents in 2018-19 by 10% as compared to the 2017-18 school year. | Refer to **quarterly** presentation dates in 2B.This is the data the team will be sharing during presentations. | Ms. Lewis (Assistant Principal) |
| See critical element 4A • **Top 3 event locations** data | Decrease the percentage of behavior incidents occurring the top three locations: cafeteria, hallway and playground in 2018-19 by 10% as compared to the 2017-18 school year. | Ms. Lewis (Assistant Principal) |
| See critical element 8 • **Core effectiveness** data | 90% or more of students will receive 0-1 office discipline referral during the 2018-19 school year as compared to the 2017-18 school year. | Ms. Lewis (Assistant Principal) |
| See critical element 7A• **Grade Level/Classroom referrals** data | Office discipline referral incidents in the classroom will decrease by 15% in the 2018-19 school year.  | Ms. Lewis (Assistant Principal) |