

School-Wide Positive Behavior Support Action Planning Guide

Date: June 29, 2007 **District:** Lee
School: Rayma C. Page Elementary

District Coordinator: Lauren Lovell
Address: 17000 South Tamiami Trail
Fort Myers, Florida 33908

Team Leader: Denise Boring, Reading Specialist

Team Coach: Allison Fortuna, Behavior Specialist

Principal: Susan Caputo

Email:

Asst. Principal: Roger Lloyd

Email:

Team meetings are scheduled on:

Day of the week: Wednesday

Time of day: 8:00 – 8:45

Location: conference room

Length of meeting: 45 minutes

Team Purpose:

To facilitate implementation of positive behavior support strategies among staff members and volunteers. To reduce the number of inappropriate behaviors occurring across campus and on buses by educating students and reinforcing appropriate behaviors. To consistently implement recognition plans for students and staff.

Team Members

Names	Role	Phone	Email

School-Wide PBS Specific Action Plan

Critical Element	Action/Activity	Who is responsible?	When will it be started?	When will it be completed?	When will we evaluate it?
#1	Seek potential parent member on SWPBS	PBS team	Open House & other school events	When team agrees & interested	May 2008

	team			person accepts	
#2	Pre-school week training: beginners & booster Reviews	Administration PBS team	Aug. 13 Monthly	End of school year	December 2007 May 2008
#3	PBS on faculty agenda to discuss issues/policy	Administration PBS team leader	Sept. 2007	May 2008	Monthly
#4	Data recording & analysis using SWIS	Data specialist PBS team	Aug. 2007	May 2008	Weekly
#5	Monitor use of referral forms – major/minor	Administration PBS team/staff	Aug. 2007	May 2008	Monthly
#6	Review/discuss application of criteria for major/minor behaviors	Administration PBS team/staff	Aug. 2007	May 2008	Monthly
#7	Monitor discipline referral intervention process	Administration PBS team/staff	Aug. 2007	May 2008	Monthly
#8	Present & monitor understanding of crisis plan	Administration PBS team/staff	Aug. 2007	May 2008	Beg. Of SY Monthly
#9	Monitor consequence hierarchy for classroom and procedures for office	Administration PBS team/staff	Aug. 2007	May 2008	Quarterly

#10	Implement & monitor expectations in all settings	Administration PBS team/staff	Aug. 2007	May 2008	Monthly
#11	Update & monitor implementation of rules for specific settings	Administration RCP staff	Aug. 2007	May 2008	Monthly

#12	Facilitate & review development of lesson plans for teaching expectations & rules	Administration PBS team/staff	Pre-school week	May 2008	Quarterly
#13	Expand staff recognition using Golden Anchor & include drawings	PBS team/ Lisa Davis	Sept. 2007 Drawings: Dec. 2007 May 2008	May 2008	Monthly 2x/year
#14	Implement plans to train all students, staff and family members using visual products	Administration PBS team/staff	First week assemblies TBD Open House	May 2008	Quarterly
#15	Develop Action Plan/schedule team meetings	Administration PBS team	June 2007 Pre-school week, 1 st week	May 2008	Monthly
#16	Evaluate implementation of PBS rules/expectations, recognition, data recording & staff satisfaction using surveys, suggestion box & monthly faculty meetings	Administration PBS team/staff	Mid Year	End of Year	End of year surveys Monthly

PBS Team Meeting Schedule – School Year 2007/08

Monthly PBS team meetings will consist of: Agenda items, data review, and Action Plan review. Data and implementation issues will be discussed with faculty once a month.

Aug. 29	Sept. 26	Oct. 24	Nov. 28	Dec. none
Jan. 24	Feb. none	March 26	April 23	May 21