

EARLE HIGH SCHOOL 2021 -2022

P.B.I.S. Student Handbook

Give Respect Responsibility Ownership Work Ethic Leadership Safety

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Give Respect Responsibility Ownership Work Ethic Leadership Safety

Dear
Parents/Guardians,

The administration and faculty of Earle High School are committed to providing positive learning experiences for our students. To facilitate this process, we will be implementing Positive Behavior Interventions and Supports (P.B.I.S.). The P.B.I.S.model will be used to create a culture that uses a common language to clearly state the behavioral expectations for students to follow consistently while at school. The expectations for each school setting (the bus, restroom, cafeteria, hallway, and classroom) outlined at the beginning of the year. The P.B.I.S. model rewards students that meet the expected behavior while providing positive redirection for those that need it. The P.B.I.S. Handbook will provide detailed information about our P.B.I.S. system. The handbook will be accessible on the Earle School District's website, as well as in hard copy when requested.

Earle High School's P.B.I.S. motto is *Bulldogs G.R.O.W.L.S.* The concept is to teach students to demonstrate the following characteristics positively.

Give respect
Responsibility
Ownership
Work ethic
Leadership
Safety

By focusing on **G**iving respect, **R**esponsibility, **O**wnership, **W**ork ethic, **L**eadership, and **S**afety, we are building students' ability to make decisions that increase their opportunity for success. The use of the P.B.I.S. model also sets the norm for adults to consistently hold students accountable for meeting the expectations outlined in the *Bulldogs G.R.O.W.L.S. Behavior Matrix*. We desire for P.B.I.S. to become a collaborative effort supported by students, parents/guardians, and school personnel. Please assist us by encouraging your student(s) to practice the school-wide expectations at home.

We look forward to an exciting school year full of new learning and experiences!

Sincerely, EHS

PBIS Team

What is P.B.I.S.?

Positive Behavior Interventions and Supports (P.B.I.S.) is an approach to supporting students to be successful in schools. P.B.I.S. was developed based on research in the fields of behavior theory and effective instruction. P.B.I.S. helps all students through intervention ranging from a school-wide system to a system for developing individualized plans for specific students. School-wide P.B.I.S. focuses on the development and implementation of pro-active procedures and practices to prevent problem behavior for all students and improve school climate.

Who is on the School-wide P.B.I.S. Team?

The P.B.I.S. team is representative of the entire school staff across grade levels, classified staff, Special Education staff, etc. Teams are also encouraged to have a family member. Having a representative team will improve communication and feedback about P.B.I.S. programs in the school and should also improve involvement and buy-in throughout the school. The P.B.I.S. team consists of parents, teachers, instructional support staff, the school and district P.B.I.S. coach, and building principal. All stakeholders monitor the effectiveness of the P.B.I. S. model. School personnel, students, and parents provide input used to improve model through surveys and collaborative meetings.

School School-wide Classroom Expectations

Classroom Expectations (rules): 1. **Follow directions the first time given.** 2. **Be ready in your seat and ready to work when the tardy bell rings.** 3. **Bring all materials to class every day.** 4. **Keep your hands, feet, and objects to yourself.** 5. **Use appropriate language and conduct at all times.** 6. **Keep cell phones and all other communication devices off or on silent and out of sight at all times.**

Teacher Responses: 1. **Corrective Action** 2. **Verbal warning** 3. **Student conference with a seat change** 4. **Parent contact (documented)** 5. **Disciplinary Referral (write-up) to the office**

(documented) Severe action(s) will result in automatic Disciplinary Referral(s) and removal from class. These actions include but are not limited to:

- **Use of profane language**

- **Causing a severe disruption** •

Blatantly being rude or disrespectful

- **Defiance after several requests and redirections of class, complete assigned classwork, refusal to turn-in cell phone, etc.**
- **Violation of school rules regarding tobacco, alcohol, drugs, and weapons will result in the involvement of law enforcement officers.**

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Earle High School G.R.O.W.L.S.

Behavior Matrix

Settings Expectations

**Give Respect Responsibility Ownership Work Ethic Leadership Safety Classroom
Transitions Cafeteria Restroom Bus Assembly Office Games**

Give Respect

- Active listening & positive responses
- Following instructions the first time they are given
- Provide personal space
- Provide personal space
- Use inside voice
- Walk carefully
- Use an inside voice
- Clean up after yourself
- Keep hands, feet, and objects to yourself
- Wait your turn
- Clean up after yourself
- Wait your turn
- Maintain privacy
- Keep hands, feet, and objects to yourself
- Proper disposal of personal items
- Be aware of time (in-&-out)
- Maintain an appropriate noise level
- Be kind
- Respect and obey bus driver
- Keep hands, feet, and objects to yourself
- Clean up behind yourself
- Be punctual
- Be positive with peers
- Show school spirit when appropriate
- Wait for dismissal
- Use respectful language and tone
- Close doors after you enter or leave

- Use an inside voice
- Be considerate and mindful of interactions with office staff and visitors
- Show sportsmanship
- Show consideration for opponents
- Appropriate language
- Be thoughtful when players are injured
- Practice self- control

Responsibility

- Meet Deadlines
- Be on time
- Bring what you need to succeed
- Get to your assigned place with needed materials
- Maintain your business
- Clear all table items
- Five at a time to get a tray
- Low noise level
- Leave no trace
- Be mindful of wait times
- Be cooperative with the drivers and monitors
- Get off on your assigned stop
- Sit in the designated area (usually by grade)
- Use inside voice
- Practice self- control
- Know what is needed when you arrive
- Follow office protocol
- Keep walkways clear
- Apply school rules
- Pick up trash
- Coordinate transportation
- 7 -Push in chairs to tables

Ownership

- Own your grades and
- Throw away YOUR trash assignments
- Use and store materials properly

Work Ethic

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- Own YOUR time & be efficient
- Clean up after yourself
- Own your space, be sure YOUR area is clean
- Keep bathrooms clean (Clean up after yourself)
- Remain in assigned seats
- Always stay in YOUR designated area
- Own your behavior by following instructions
- Be honest
- Own your behavior

-Watch the game & support team; only the players should do the playing!!! **Leadership**

- Listen

- Get to class
- Eat in a
- Go in, use it,
- Sit in your
- Follow verbal
- Take care of or ON TIME!!!
- timely manner
- leave!
- assigned seat
- directions
- get what is -Be goal-
- (This is not a
- needed and oriented
- Have needed
- play zone.)
- Go directly to
- Participate
- return to your materials
- bus and board
- class/assigned -Self-motivated
- when told
- area participation
- Show Bulldog Pride and Be welcoming to guests - Use sportsman-like language

Safety

- Setting a good
- Walk to the
- Clean-up,
- Mind your time
- Model good
- Attentive
- Form a line example for
- RIGHT
- even if it's not
- behavior
- behavior classmates
- yours
- Report
- Keep door - Following
- Keep hands
- inappropriate
- Positive peer
- Pay attention
- closed directions the
- & feet to self
- behavior
- redirections first time they
- (No horseplay)
- Prepared to
- Use are given
- listen appropriate - Use inside
- language -Modeling
- voices

- Following good behavior instructions
- Provide positive peer
- Interacting redirections

positively with the presenter(s) -Hands, feet,

- Right Side of
- Report spills
- Report spills
- Seated
- Self-control
- Keep hands to
- Walk at an and objects to the Hallway and self-yourself appropriate Yourself
- Throw your
- Dispose of
- All body inside discipline
- pace on -Store your
- Walk at all trash away your trash the bus at all sidewalks, backpack times
- times
- Please walk bleachers, and properly
- No throwing
- Monitor and court report
- 8 -Listen for
- Keep hands,
- Dispose of inappropriate directions feet, and trash properly behavior before acting objects to -Pay attention yourself

- Maintain to personal surroundings space
- Act in a manner that is appropriate and safe, without horseplay

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- Be a leader at the concession stand by maintaining a line at the concession stand
- Leave the throwing to the players
- Interact respectfully with visiting schools
- Stay off of play, fields, courts, and behind the concession stand if you are not supposed to be there

Teacher Managed –Vs-Office Managed

Below is an example of what will be considered teacher managed versus office managed student behaviors. All infractions are not listed, please see the Earle High School Discipline Matrix

Sleeping in Class Dress Code (Extreme)

Procedures & Expectations (all) Fighting - a brawl that requires students to be physically separated

Dress Code (minor) Disrespectful to Staff (Profanity)

Engagement (being on task) Destruction of Property

Profanity (conversational) Inappropriate Touching

Restroom Use (walking out) Vandalism--writing on or defacing school property

Disrespectful (talking back to the adult) Stealing

The following steps are followed by faculty and staff when responding to students that do not meet the outlined in the Bulldogs G.R.O.W.L.S. Behavior Matrix. The actions take place before an Office Discipline however, they can be omitted in extreme circumstances. 1. Corrective Action

- The student is redirected positively and reminded of the expectation. **2.**

Verbal warning

- The student is reminded again of the expected behavior, and the next teacher response should the behavior occur

Student conference (with or without a seat change)

- The student will complete a form reflecting on his or her inappropriate behavior to identify the expected behavior and devise a plan to address the misbehavior differently.
- The student must also schedule a time to discuss his or her reflection form and behavior improvement plan with a staff member. A seat change may or may not be warranted depending on the inappropriate behavior. **4. Parent conference**
 - The teacher will contact the parent/guardian.
 - The student is assigned three days of lunch detention.

- The school counselor is notified. **5. Office Disciplinary Referral**

(documented write-up to the office)

- The referring staff member will send the student with the completed office disciplinary referral (O.D.R.) with

previous interventions indicated and explicit details of the incident.

- The O.D.R.s for office-managed behaviors will go to the guidance counselor to review before directed to the designee.

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Horse playing*- running around the room, hitting, etc. Bullying

Walking out of Class Threatening Violence

Teasing, talking, laughing Cyber-bullying

10 Earle High School Discipline Matrix

1. Detentions may include: Lunch Detention(LD) and After-School Detention (ASD)
2. Any continuing offense may be considered incorrigible behavior and treated as a Level 5 offense.
3. Saturday School (S.S.), Out of School Suspension (O.S.S.), In-school Suspension (I.S.S.).
4. The non-medical use, possession or sale of drugs on school property or at school events is prohibited. A student suspended for this offense may be referred to the Superintendent for further action. Upon the student's return to school, a mandatory admittance conference conducted by the building principal or designee to restate the expected behavior or review other possible interventions to prevent inappropriate behavior from reoccurring.
5. A contraband item is one that disrupts the educational process of the school or presents a safety issue.
6. If evidence of an accepted counseling alternative is to the building principal (ex. Parenting sessions, community service, mental health services), suspension can be modified as determined by the building principal.
7. Level 3, 4, and 5 offenses are subject to referral to the Superintendent for possible Expulsion.
8. All referrals are sent home with the student and placed in the student's discipline file. The parent will be contacted by telephone when a student violates a Level Three, Level Four, or Five offenses.
9. The building principal, in conjunction with/without the Student Success Team (S.S.T.), reserves the right to adjust the consequences in the Discipline Matrix when deemed necessary.

LEVEL ONE FIRST OFFENSE (See Behavior Chart/Matrix)

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REPEATED OFFENSES

Cheating Classroom Intervention Office Referral
Contraband (Possession of Prohibited Items)
Confiscate Parent Pick-up, Detention, I.S.S.,
O.S.S. Defiance/Disrespectful/Non- Compliance
Classroom Intervention Office Referral
Disruption Classroom Intervention Office Referral
Language, Inappropriate Classroom Intervention Office Referral
Littering Classroom Intervention Office Referral
Recklessness (Unsafe Play) Classroom Intervention Office Referral

LEVEL TWO FIRST OFFENSE (Range of Consequences)

REPEATED OFFENSES (Range of Consequences) Defacing School Property- Books Warning, Clean up, restitution Detention

Dress Code Violation Warning, Change Clothing Detention, I.S.S., O.S.S. Leaving School or Classroom without Permission

Detention (L.D.) Detention, I.S.S., O.S.S. Lying Warning, Detention (L.D.) Detention, I.S.S., O.S.S. Minor Agg

(Intentional) Warning, Detention (ASD) Detention, ISS, OSS Missed Detention Detention (ASD), Saturday Sch (SS), ISS

Detention, ISS, OSS

Public Display of Affection Warning, Detention Detention, I.S.S., O.S.S.

11 Plagiarism Warning, Detention Detention, I.S.S., OSS

LEVEL THREE Range of Consequences Excessive use of profanity directed at school staff Detention, I.S.S., O.S.S. 1- 10 d

Smoking, Drinking Detention, I.S.S., O.S.S. 1- 10 days, Expulsion Bullying/Non-Sexual Harassment Detention, I.S.S., O.S.S. 1- 1

Expulsion Defiance/Disrespectful/Non-Compliance (More severe) Detention, ISS, OSS (1-10 days), Police Referral,

Expulsion Fighting (Mutual) Detention, I.S.S., O.S.S. (1-10 days), Police Referral,

Expulsion Fighting - Bus I.S.S., Bus Suspension, 1- 10 days, Bus Expulsion Forgery Detention, I.S.S., O.S.S. (1-10 days), zero o

assignment, Police Referral, L.T.S., Expulsion Petty Theft <\$100.00 Detention, I.S.S., O.S.S. (1-10 days), Restitution, Police

Referral, L.T.S., Expulsion

Technology, Improper Use Loss of Privilege, I.S.S., O.S.S., Police Referral,

Expulsion Threat or Intimidation (Students) Detention, I.S.S., OSS 1-10 days, Police Referral,

Expulsion Vandalism <\$100.00 – walls, desks, etc. Detention, Clean-up, I.S.S., O.S.S. (1-10 days),

Restitution, Police Referral, Expulsion

Verbal Provocation Detention, I.S.S., OSS 1-10 days, Police Referral,

Expulsion, Mediation

LEVEL FOUR Range of Consequences Fire I.S.S., O.S.S., Police Referral, Expulsion Assault I.S.S., O.S.S., Police Referral

Disorderly Conduct I.S.S., O.S.S., Police Referral, Expulsion Threat or Intimidation (Students) I.S.S., O.S.S., Police Referral, Exp

Alarm/911 Call I.S.S., O.S.S., Expulsion Negative Group Affiliation I.S.S., O.S.S., Police Referral, Expulsion

Hazing I.S.S., O.S.S., Police Referral, Expulsion Inappropriate, Lewd, or Obscene Act or Material I.S.S., O.S.S., Police Re

Possession of Prohibited/Dangerous Instrument O.S.S., Police Referral, Expulsion

Possession/Use of Tobacco or Drugs O.S.S., Police Referral, Expulsion

Sexual Harassment I.S.S., O.S.S., Police Referral, Expulsion Suspension Theft/Possession of Stolen Property >\$100.00 ISS, O.S.

Referral, Expulsion Possession/improper use of Medication O.S.S., Police Referral, Expulsion

Vandalism (>\$100.00) OSS, Restitution, Police Referral, Expulsion,

LEVEL FIVE (Police Referral) Range of Consequences Aggravated Assault O.S.S., Expulsion Any Violation of Local, S

Law O.S.S., Expulsion

Incorrigible Behavior O.S.S., Expulsion Possession/Use of a Weapon – as defined in board policy JICI

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OSS, Expulsion

Possession/Use/Sale/Distribution of Explosive Device OSS, Expulsion

Sale, Intent to Sell, or Distribution of Drugs/Imitation Drugs

O.S.S., Expulsion

Threats to Educational Institution O.S.S., Expulsion

12 Reward

System(s)

How are students rewarded for meeting the Bulldogs G.R.O.W.L.S. expectations?

Students earn rewards by not receiving disciplinary referrals for nine weeks or a quarter. Students also e
entitle them to participate in incentive activates monthly.

How do students earn points?

Students earn points for meeting expectations both inside and outside the classroom--i.e., completing cla

homework, participating in class, being a good team member, helping others, etc.

How often can students redeem points?

Students will decide how to use their points during a designated monthly incentive time.

How and when does the principal recognize students?

Students will be acknowledged monthly by the principal. The principal will also recognize students with no at the quarterly awards program.

How are class incentives earned?

Students can earn incentives from admin team members and visitors when they are meeting our school-wide whole class. After a class is acknowledged three times by an admin team member or visitor, the class will receive an incentive, such as but not limited to a popcorn party.

https://mces.mitchell.k12.ga.us/apps/pages/index.jsp?uREC_ID=712670=d_ID=1141625 (P.B.I.S. –
Academics – Mitchell County Elementary School.)

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