

# Discipline Policy Review Committee Minutes of 9-15-10

## The Board of Education Harlem Consolidated School District

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A Discipline Policy Review Committee of the Board of Education of Harlem Consolidated School District was held Wednesday, September 15, 2010, beginning at 5:30 PM in the Harlem Administration Center, 8605 North Second Street, Machesney Park, IL 61115.

1. Call to Order by Patti Lawrence at 5:30 p.m.
2. Roll Call  
Kris Arduino, Shari Heller, Terry Matus, Jason Blume, Becky Girard, Jerry Harris, Augie Toldo, Caroline Pate-Hefty, Chad Dougherty, Anthony Rosilez, Julie Morris, Patti Lawrence
3. Approval of Agenda – no changes  
1<sup>st</sup> Morris 2<sup>nd</sup> Matus  
All aye  
Motion carried.
4. Comments from the Community  
none
5. Approval of April 13, 2010 Minutes  
1<sup>st</sup> Dougherty 2<sup>nd</sup> Toldo  
All aye  
Motion carried
6. Fourth Quarter (09-10) Discipline Presentations:
  - A. Elementary  
Becky Girard reviewed the fourth quarter data and added handwritten notes for the fourth quarter. Added technology violation, drug possession, lying and cheating, and display of affection to the categories on the chart. Disrespect is the highest referral that was given out to elementary buildings, Physical Aggression, Disruption and Harassment followed.

Offenses are taking place in the classroom, playground, bus and hallway. Lunch time and before school is when most of the referrals occur.

In comparing the 4<sup>th</sup> quarter data to 2009, there is a 50% increase in referrals for the fourth quarter of 2010 and 2009.

Becky reviewed the SWIS data. Noting that the SWIS breaks down by per 100

students.

Becky reviewed the Triangle Data Reports , noting that some schools entered “minor” infractions.

Julie noted that the goal at the elementary level is to be consistent in the reporting of data so all buildings are reporting the same information.

#### B. Middle School

Augie Toldo presented the reports for the middle school. These reports are sent quarterly to each staff member so that the teams and division chairs can review and give feedback to PBIS teams. One person is now inputting the data at the middle school so it is more consistent.

Fourth quarter 604 major referrals by 220 students. 79% of the students had zero or 1 referral for the year. 85% had zero to 2 referrals for the year. 10% of the students had five or more referrals for the 2009-2010 school year.

Augie gave a race report, free and reduced report – 698 students eligible, with 65% of the students (119), which is a decrease by 6% from third quarter. Special education is 167 students (14%), 44 students accounted for 22% of the referrals for a 5% decrease from the third quarter. Hallway occurrences did decrease by 11.

There were a total of 17 incidents in the 4<sup>th</sup> quarter which led to 22 students being turned over to juvenile authorities.

On final report 1990 major referrals occurred, 361 students account for these referrals or approximately 20% of the student body.

The PBIS team made some changes in the cafeteria to reduce occurrences this year. There seems to be a large difference. Passing periods have been shortened by one minute and this has made a difference in the hallway occurrences.

Caroline noted that we need to monitor the students with special needs due to outside placements.

#### C. High School (9<sup>th</sup> grade campus)

Terry Matus reviewed the 9<sup>th</sup> grade SET Report noting that they are down 98 violations and number of student creating the violations have decreased. 23% of students receiving referrals were minority students. 87% out of 144 received referrals for free and reduced. Special education shows 19% of the referrals are attributable.

5 students were referred to juvenile authorities as compared to 17 in quarter 3 due to the diligence of teachers in the hallway.

Reviewed the PBIS report for the 9<sup>th</sup> grade campus.

Reviewed for the End of Year Summary

Some of the things that have been done to address referrals, we no longer have mandatory tutoring at noon because it was ineffectual in some cases, and added more before and after school tutoring with privileges taken away.

We have also talked about behavior plans for some special education students which really need to be implemented. These students need more intervention before giving referrals. Earlier identifications of student through the RtI and PBIS process are other things that have been worked on. Observations will be held to give the teacher feedback and help them to assist the students also. Teachers developed a schedule for each student and all teachers held the same review on expectations and the interventions to all students so they heard it 13 times. Giving students the same expectations on the first day has proven to be a great deterrent to referrals and tardies.

D. High School (Main Campus)

Chad Dougherty reviewed the SET data for the high school main campus  
He reviewed the PBIS Report.

Chad noted that the mandatory tutoring at lunch time was not effective as the ratio of teachers to students was too high. Subject areas also need to be designed for student needs.

PRIDE team will evaluate data on a monthly basis. Tardies are still an issue with the sophomores.

HNN and PBIS will continue to work on target behaviors and teacher will continue to acknowledge exceptional behavior of students.

The building comparison summary from 2008-2009 to 2009-2010 shows increases and decreases in areas and some new categories. The PBIS team is concerned with disruptive behavior and lack of cooperation which continues to stay at high levels. An instructional tool has been created for this concern.

Julie noted that after reviewing all levels of the data and what the specific offenses are they do not seem to be violent behaviors, but rather tutoring, not serving detentions. There do not seem to be major issues to the credit of the people working on these interventions and this committee. Being proactive is certainly a deterrent also. Julie commended all administrators for the hard work put into these discipline data reports and interventions.

Caroline also noted that as to students with special needs a behavior consultant is now in the District in order to create consistency with the behavior programming. The ultimate goal is once this is stable she can help with PBIS.

7. Next meeting date: November 18, 2010 (1st quarter 2010-2011) at 5:30 p.m.

8. Other

Julie noted that the bullying prevention policies will be placed on the agenda for review at the next meeting.

9. Adjournment

1<sup>st</sup> Morris 2<sup>nd</sup> Girard

All aye

Motion carried.

Minutes prepared by Kris Arduino