

Minutes of Discipline Policy Review Committee Meeting January 31, 2013

The Board of Education Harlem Consolidated School District

A Discipline Policy Review Committee meeting of the Board of Education of Harlem Consolidated School District was held Thursday, January 31, 2013, beginning at 6:00 PM in the Harlem Administration Center, 8605 North Second Street, Machesney Park, IL 61115.

1. Call to Order by Patti Lawrence at 6:00 p.m.
2. Roll Call: Shari Heller, Kurt Weight, Mike Plourde, Larry Smith, Jeremy Bois, Mike Slife, Allison Louis, Larry Barger, Heather Kelley, Julie Morris, Patti Lawrence, Kris Arduino, Leah Krippner, Brock Morlan, Becky Girard, Jason Blume
3. **Motion to Approve Agenda**
1st Morris 2nd Blume
All voted aye
Motion carried
4. Comments from the Community
None
5. **Motion to Approve Minutes of November 29, 2012**
1st Girard 2nd Barger
All voted aye
Motion carried

Mrs. Lawrence noted that Rodney Scott is a new member of the committee but is not in attendance at this evening's meeting.

6. PBIS Discipline Demonstration
Presenter: Brock Morlan, Elementary Assistant Principal
The video was made with students about recess and recess expectations. Mr. Morlan noted that last year a committee was organized at Maple Elementary to discuss structured recess as a project. This year we began organizing recess at Maple into zones to provide a recess time to have organized activities for students to build conflict resolution skills, social manners, learning and following rules. Harvest Bible Church is also at partner in printing of signs, with each area being sponsored by a college or business partners. Signs are posted and brought back into the building after recess.

Mr. Morlan gave assemblies at Maple and Windsor. Harvest Bible bought new

equipment and cleaned up the baseball diamonds so students could start right and feel proud of what they have at their playgrounds.

GPA's also viewed the video and have received training on the Recess expectations. It is called Choice Recess to appeal to parents and students.

7. Review 2012-2013 District Second Quarter Discipline Data

Elementary – Principal Becky Girard and Principal Jason Blume

Numbers for second quarter reflect:

Decrease in number of referrals written for top offenses as compared to 2011-2012.

There was also a slight decrease in student attendance.

Top offenses compared to last year there was a decrease in three of the top four offenses and only one category remained constants.

Second quarter this year decreased in overall referrals but an increase in playground and bus referrals. A decrease was noted in classroom referrals.

Some of the increase in bus referrals was caused by removing collecting data out of SWIS and comparing to Skyward data which programs collect data differently – on the bus and at the bus stop are now categories.

Year to date bus referrals increased to 41 this year compared to last year for the first two quarters. Some bus driving training is ongoing.

Fighting from the reporting of the two different programs reflect a wide range of items. Level 1 and Level 2 referrals need to align with Skyward and this discrepancy will be reflected the remainder of this year.

Subgroup report reflects increases in white and student with IEPS, students with economic disadvantage as well as the other areas.

PBIS pyramid reflects 98% of the students are performing 0 to 1 referrals. PBIS is looked at 85% as a goal so we have consistently exceeded our goal.

We are not focusing on the 2-5 referrals range and looking at Tier 3 interventions for six plus.

Elementary subgroups remained constant from first quarter, some are specific to buildings. The bus is a focus this year but we have doubled in referrals. We have buildings gathering information, changing lunch and recess times based on principal recommendation overlapping some and keeping 1st and 6th grade separate, common language by administrators, morning meetings, playground behavior video. GPA's discuss discipline weekly at Ralston to try to monitor problem areas. Most of this is communication to work things through together. Allison Louis noted at Machesney there is only a lunch or a recess going on so we maximize the GPA's in one area.

Middle School – Assistant Principal Michael Plourde

Total referrals increased this year, but this refers to major referrals – in school or out of school detention. The comparisons are not quite the same, and the total referrals including major and minor was 681 now down to 471 this year. This reflects a 31% decrease in total referrals.

Top offenses reflect that some have increased, 69 referrals for insubordination last year which was about the same for this year. There are actually less total referrals. Top location continues to be the classroom. Bus referrals have increased this year. We need to continue to look at this and talk to bus drivers about increases. There is

no one particular thing the students are doing.

The White subgroup for has dropped while economically disadvantaged as increased. PBIS pyramid still shows ahead of the 85% target.

Initiatives include an all school assembly with a speaker, Huskie Habits incentives, PBIS weekly drawings and AAA quarterly drawings, with counseling department running several groups based on a needs assessment. These groups are assigned according to a referral process by teachers as well as kids that desire to be a part of this. Parents are also informed of the opportunity.

PBIS groups will also be developed this term in Spring of 2013. Resource officer is giving presentations on computer safety and etiquette. Next year he will include cyber bullying.

We are starting an incentive for students not late for class to hopefully reduce tardies. Four areas of focus: harassment and bullying, tardies, insubordination and disruptive behavior.

High School 9th – Assistant Principal Larry Smith

24% reduction in number of students receiving referrals.

Both quarters this year are five days shorter than last year.

Top referrals reflect an overall decrease with an increase in disruption and insubordination. It is also interesting that top locations have changed. PE no dress during second quarter are at zero due to the follow through by physical education teachers. Third quarter will reflect a real sense of how reflective this is.

Subgroup report reflects that the economically disadvantaged shows a significant increase by percentage even though there is not a real large increase in the number of referrals. Both populations increased for disadvantaged and students with special needs.

Heather Kelley asked for definitions: DRU - drug possession, NAA - not in assigned area, MDI - major disruption other than insubordination, FCD - failure to complete discipline (student refuses to turn over cell phone or participate in ISS) PEN– PE no dress.

PBIS pyramid shows increase for six or more referrals. In 2011 through 2012 both first and second quarters 111 students received 1 or more, in 2012-2013 shows exactly the same number of students.

Top locations NIF – insubordination DIB –disruptive behavior both increased in referrals but a decrease in number of classroom referrals. The decrease in hall behavior is positive also. Staff continue to be in the hallways being visible during passing time every day, every hour.

Referrals to juvenile authorities is the same as 2011-2012, 4 possession 1 disorderly and 2 for battery with the females making up a large portion of the percentage. We are up to 42% for females.

Different ways to look at the subgroups – data for this year reflects the number of students receiving referrals and number of referrals are shown at 89% of total

referrals.

Initiatives- continuing with random rewards for tardies rewarding the entire class a Pride treat. We did a Pride survey in second quarter. Starting planning for second semester seminar

We continue to follow up with students that have personal conflicts. We continue to Be our Child's Friend on Facebook Campaign.

Heather Kelley asked about subgroups – asking if some could be broken out to see how many students received referrals in the subgroups. Race is one report, Economic disadvantaged is one report and Special Education is one report. Dr. Morris noted that a student can be in all four groups and that needs to be determined as to which group they are reported in. Data is written in Excel, with Margo placing into the Data Warehouse.

Perfect attendance is interesting as we celebrate perfect attendance and every week we look at all students that had perfect attendance and we put these kids into a drawing. We also do this on a monthly basis prize. The numbers have really increased with over 70% every week, first and second quarter. Last year we very rarely met 70%. We call students attention to this and make a positive deal about this.

High School - Assistant Principal Jeremy Bois data showed significant decrease from 937 to 685 this year. Three reasons, shorter term, along with that the week before the holiday is a busy time for student referrals and students were testing for finals, and the institution of lunch detentions.

Lunch detentions have decreased.

Classroom remained the same location as last year quarter 2. We had an increase in the parking lot to make sure students are parking with permits.

Top offenses – not serving detention decreased, disruptive behavior increased which is an area of focus because of the frequency but also in looking at PBIS pyramid a lot of the top six plus referrals seems to be disruptive behavior. We are pulling students out individually to work on this. Failure to complete discipline is down consideration as is insubordination.

Not in assigned area remained pretty constant.

Subgroup report reflects that it is much closer than it has ever been with students with disabilities and economically disadvantaged. Ethnicity groups are getting closer. Economically disadvantaged is an issue as it has increased.

PBIS pyramid – 83% in zero to 1, 8% are 2 to 5 and 4% are six plus referrals. Students identified in the 2 to 5 are an area of focus but the six plus has increased and

this is also an area of focus.

Juvenile authority referrals increased from last year 8 to 13 second quarter. That was a significant increase with the majority for battery (fighting) or disorderly conduct. Drug offenses seem to be decreased.

Initiatives – we continue with PBIS Day, focusing on bullying and referrals, with students having a mandatory conference with counselors. The referrals are not very frequent because of the nature of bullying. We have decided based on a student recommendation we will take 10 minutes of the beginning of each day with each quarter having a topic that is important to students. This also helps building community within the building with everyone doing the same thing.

Mrs. Lawrence asked if mental health diagnosis is included in students with disabilities. Jeremy noted any student with an IEP, but not 504 are included. That means that if a student gets help for hearing and they have a behavior issue it is counted with students with disabilities. The is the same way that it is reported for testing. Some students don't generate referrals based on behavior plans.

Bus referrals - Transportation Director Mike Slife.

He noted that first and second quarter of this year show that Olson Park, Ralston, Rock Cut and Maple did not have referrals. In second quarter Maple did receive a couple. He will talk to drivers about referrals at Marquette and Parker Center. These are the same drivers or a trend in the bus drivers or students but he is thinking that there is a continued need for drivers to receive training on student management. Loves Park referrals reflect four referrals from one driver on one day.

Larry Smith noted that administrators need to make it clear that administrators send the message to the drivers that they will help with kids acting up on the bus. Mrs. Lawrence has which building had driver meetings. Windsor, Parker Center and Maple have all had one or two meetings which is going very well. Drivers have been receptive at Windsor, Parker Center is still out. Brock Morlan noted that they are made aware that "all means all" and one of the initiatives at Windsor was to give out Huskie paws to drivers so the students know they did a good job on the bus. Last quarter we talked about sensory issues, behavior management, talks about situations and dealing with those situations. The bus drivers feeling like they are a part of a team makes a positive difference.

Target data – Athletic Director Kurt Weigt

Violation – drugs – 2 at the high school in the second quarter. A couple of things that come to the forefront is two students that were together on one incident during the evening outside of school. Both students were not athletes at the time (out of season) so as I move forward with this committee I need to note in season and out of season and how often are they occurring. Mr. Weigt will begin to monitor this.

2012-2013 2nd Quarter data reflects 228 athletes two of which had Target violations.

At middle school 143 with no violations.

Second quarter were out of 228 at the high school (one violation a first and second violation a second within the 365 period). There 2 violations were out of 371 student athletes for the second quarter. Mr. Weigt has met with these two families and the consequence will begin with the Spring 2013 season and by the end of the year the consequence should be complete.

Harlem Middle School reflects no second quarter violations out of 143 athletes.

He noted that if the student with one offense goes 365 days without another violation he goes back to zero. If you are getting three violations in a calendar year a student would have more issues. After three violations even if you correct you are out of sports forever; however mandatory is done at each step. You have to go 365 days without to get to zero on the first violation. The 365 day policy was just implemented a few years ago to be fairer. Conversations at a Target meeting reflects no debate on what will happen as it has been discussed and parents and athletes sign off on this. There is no back lash on this policy as a result.

8. Next Meeting Date: Thursday, April 18, 2013, at 6:00 p.m. (3rd quarter)

9. Adjournment

Motion to adjourn
1st Blume 2nd Bois
All voted aye
Motion carried.

The meeting adjourned at 7:11 p.m.