

# **Positive Behavior Intervention and Supports Handbook**



**McGuffey Elementary School**

# **The McGuffey Code: School Wide Expectations**

**Be Caring    Be Accountable    Be Truthful    Be reSpectful**

## **Why do we have School-wide Expectations?**

Having a few simple, positively stated rules facilitates the teaching of behavioral expectations across school settings because students will be learning through the same language. By focusing on 4 simple rules it is easier for students to remember. It is also important for staff because instruction focusing on a few simple rules will improve teaching and consistency across staff through the use of a common language.

Positively stated rules are important, because research has shown that recognizing students for following the rules is even more important than catching them breaking the rules. By stating rules positively, the hope is that staff will be more likely to use the rules to catch students engaging in the appropriate behavior.

By selecting only a few rules it is important that the rules are broad enough to talk about all potential problem behaviors. With the rules selected, the PBIS team believes that we can then teach all specific behavioral expectations across all school setting according to these simple rules, for example:

- Helping a friend in need is an example of Being Caring.
- Having assignment and materials ready for instruction is an example of Being Accountable.
- Being honest when you make a poor choice is an example of Being Truthful.
- Treating others the way you want to be treated is an example of Being Respectful.

The Expectations Posters (see the following pages) uses the school-wide rules to identify specific behavioral expectations across all school settings. All staff and students in the school are expected to know the School-wide Rules. To be most effective, regular teaching using the school-wide rules should become part of the school culture. School Rules Posters will be posted in every room in the school, including all classrooms, the cafeteria, hallways, front office, etc. This will help to prompt staff and students to pay attention to the school rules. School Rules Posters should be big enough to read and highly visible throughout all settings in the school.

# We Are All



How Will You

Leave Your Print?

Show Your Cat-Like behaviors in the.....



Show Your Cat-Like behaviors in the.....



Show Your Cat-Like behaviors in the.....



Show Your Cat-Like behaviors at the.....



# The McGuffey Pledge

I Am A McGuffey Citizen

I Am Good

I Am Smart

And Today I Will Do My Part

# Class Parties and Birthdays

McGuffey Classrooms celebrate four classroom parties during the year. **Fall Festivities** are held at the end of October, **Holiday Parties** at the end of December, **Valentine's Day** in February, and **End of the Year** celebrations in May. Two weeks before our parties, your teacher will send home a Class Party Information Sheet. On this sheet, you will see if your student's classroom needs *Volunteers, Snacks, or Crafts*. If you choose, you may sign up to provide any of those items.

To celebrate your student's **Birthday**, we ask that you **Do Not** send in food or drinks. Instead we suggest pencils, eraser toppers, trinkets, or a book for the classroom library. We thank you for your assistance and understanding in this matter as we have classroom parties throughout the year for snacks.

## Expectations of students in the Cafeteria

<b>Caring</b>	<b>Accountable</b>	<b>Truthful</b>	<b>reSpectful</b>
<ul style="list-style-type: none"> <li>Helping a friend clean up a mess</li> </ul>	<ul style="list-style-type: none"> <li>Following procedures</li> <li>Knowing your lunch number</li> </ul>	<ul style="list-style-type: none"> <li>Being honest about noise level</li> <li>Being truthful about what food is yours</li> </ul>	<ul style="list-style-type: none"> <li>Use appropriate Language</li> <li>Keeping your area clean</li> </ul>
<b>Example</b>	<b>Example</b>	<b>Example</b>	<b>Example</b>
Notify custodian of spill or ask to get paper towel	Sitting forward with knees under the table	Answering questions about procedures truthfully	Cleaning up trash and throwing it away
<b>Non Example</b>	<b>Non Example</b>	<b>Non Example</b>	<b>Non Example</b>
Turning your back and not helping	Facing outward or leaning back	Not being honest to staff when questioned	Leaving a mess and saying it is not mine

## Expectations of students on the Playground

<b>Caring</b>	<b>Accountable</b>	<b>Truthful</b>	<b>reSpectful</b>
<ul style="list-style-type: none"> <li>• Keep hands/feet to self</li> <li>• Helping others when needed</li> </ul>	<ul style="list-style-type: none"> <li>• Using equipment correctly</li> <li>• Taking care of equipment</li> </ul>	<ul style="list-style-type: none"> <li>• Following game rules</li> <li>• Responsibility for actions</li> </ul>	<ul style="list-style-type: none"> <li>• Play respectfully</li> <li>• Talk respectfully</li> <li>• Taking turns to use equipment</li> </ul>
<b>Example</b>	<b>Example</b>	<b>Example</b>	<b>Example</b>
Seeing someone fall down and asking if they need help	Using needed equipment appropriately for games	Taking your out and getting back in line	Counting to 15 on the swings and getting off after your turn
<b>Non Example</b>	<b>Non Example</b>	<b>Non Example</b>	<b>Non Example</b>
Hitting others	Kicking a ball onto the roof of the building	Calling a redo or interference instead of taking your out	Pushing someone down the slide



## Expectations of students in the Hallway

<b>Caring</b>	<b>Accountable</b>	<b>Truthful</b>	<b>reSpectful</b>
<ul style="list-style-type: none"> <li>• Eye contact</li> <li>• Friendly wave</li> <li>• Smile</li> <li>• Use a whisper voice</li> </ul>	<ul style="list-style-type: none"> <li>• Body is in control</li> <li>• Safe walking feet</li> <li>• Get to your destination and then back to class</li> </ul>	<ul style="list-style-type: none"> <li>• Be honest about where you are going</li> <li>• Using the correct pass</li> </ul>	<ul style="list-style-type: none"> <li>• Yield to others</li> <li>• Watch for doors opening</li> <li>• Open doors for those that need assistance</li> </ul>
<b>Example</b>	<b>Example</b>	<b>Example</b>	<b>Example</b>
Waving or smiling at a teacher or classmate	Walking to destination then going back to class	Taking restroom pass when you need to go	Move to the right if there are many people
<b>Non Example</b>	<b>Non Example</b>	<b>Non Example</b>	<b>Non Example</b>
Looking at the ground or away from a person	Talking to friends or looking at pictures in hall	Taking restroom pass to get a drink or wander around	Walk in middle of hall and bump into others

## Expectations of students in the Classroom

<b>Caring</b>	<b>Accountable</b>	<b>Truthful</b>	<b>reSpectful</b>
<ul style="list-style-type: none"> <li>• Listening to teacher and peers</li> <li>• Cleaning up the classroom</li> </ul>	<ul style="list-style-type: none"> <li>• Following procedures</li> <li>• Stay in area</li> <li>• Taking care of class/personal belongings</li> </ul>	<ul style="list-style-type: none"> <li>• Responsibility for actions</li> <li>• Honesty about good/bad choices</li> </ul>	<ul style="list-style-type: none"> <li>• Talking respectfully</li> <li>• Using manners (please and thank you)</li> </ul>
<b>Example</b>	<b>Example</b>	<b>Example</b>	<b>Example</b>
Cleaning up the classroom even when it's not your mess	Following procedures when doing daily activities	Being honest even when making a bad choice	Using kind words when talking
<b>Non Example</b>	<b>Non Example</b>	<b>Non Example</b>	<b>Non Example</b>
Being disrespectful and talking back to teachers or peers	Walking around the room and out of the area (carpet, desk, etc.)	Telling a lie when asked about your choices	Using inappropriate language or being disrespectful to teachers

## Expectations of students in the Bathroom

<b>Caring</b>	<b>Accountable</b>	<b>Truthful</b>	<b>reSpectful</b>
<ul style="list-style-type: none"> <li>• Giving friends privacy</li> </ul>	<ul style="list-style-type: none"> <li>• Washing hands</li> <li>• Keeping restroom clean</li> </ul>	<ul style="list-style-type: none"> <li>• Going only when you need to use the restroom</li> </ul>	<ul style="list-style-type: none"> <li>• Use items in the restroom appropriately</li> </ul>
<b>Example</b>	<b>Example</b>	<b>Example</b>	<b>Example</b>
Be quiet while using restroom	Wash hands and throw paper towel in trash can	Going to the restroom when needed	Turning off water facet after hands are clean
<b>Non Example</b>	<b>Non Example</b>	<b>Non Example</b>	<b>Non Example</b>
Looking under stall doors	Throwing paper towel on the floor	Using restroom because you don't want to do classwork	Leaving water running

## Expectations of students at an Assembly

<b>Caring</b>	<b>Accountable</b>	<b>Truthful</b>	<b>reSpectful</b>
<ul style="list-style-type: none"> <li>• Listening</li> <li>• Applaud when appropriate</li> </ul>	<ul style="list-style-type: none"> <li>• Body in control</li> <li>• Stay in area</li> <li>• Get quiet and in control in 5 seconds or less</li> </ul>	<ul style="list-style-type: none"> <li>• Responsibility for actions</li> </ul>	<ul style="list-style-type: none"> <li>• Raise a hand to be called upon</li> <li>• Be quiet when someone is speaking/performing</li> </ul>
<b>Example</b>	<b>Example</b>	<b>Example</b>	<b>Example</b>
Paying attention to speaker	Sitting crisscross, on bottom, voice off	Being honest about behavior if questioned by teacher	Raise hand when asking presenter a question or making a comment
<b>Non Example</b>	<b>Non Example</b>	<b>Non Example</b>	<b>Non Example</b>
Talking to others during presentation	Sitting on knees, back to the presenter, talking to others	Talking back to the teacher and saying “I didn’t do that!”	Shouting out questions/comments

## Expectations of students while at Home that follow McGuffey behavior

<b>Caring</b>	<b>Accountable</b>	<b>Truthful</b>	<b>reSpectful</b>
<ul style="list-style-type: none"> <li>• Play with everyone</li> <li>• Be kind: share and take turns</li> <li>• Treat others the way you want to be treated</li> <li>• Be a helper</li> </ul>	<ul style="list-style-type: none"> <li>• Be prepared for school</li> <li>• Do your best work</li> <li>• Keep your space and room clean by picking up after yourself</li> <li>• Follow directions the first time they are given</li> <li>• Accept consequences given for the choices you make</li> </ul>	<ul style="list-style-type: none"> <li>• Be honest</li> <li>• Make good choices</li> <li>• Ask for help when needed</li> <li>• Ask before you borrow</li> <li>• Apologize when you make a mistake</li> </ul>	<ul style="list-style-type: none"> <li>• Listen to your parents</li> <li>• Say please and thank you</li> <li>• Use polite words and manners</li> <li>• Offer to share your things</li> </ul>
<b>Example</b>	<b>Example</b>	<b>Example</b>	<b>Example</b>
Give your friend part of your snack	You read the story book that was assigned to you for the night	Be honest that you have homework	Say please and thank you
<b>Non Example</b>	<b>Non Example</b>	<b>Non Example</b>	<b>Non Example</b>
Your friend is crying and you walk away laughing at them	You blame your parents for not getting your homework done for the night	Telling your parents that you don't have any homework	You call your brother and sister mean names

## Acknowledgment System Overview

### Why and how do we recognize expected behaviors?

At McGuffey Elementary, we utilize a school-wide positive behavior reward system to acknowledge students for demonstrating appropriate behaviors. Our goal is to recognize students for demonstrating appropriate and positive behaviors each day. Through our reward system, our students can be rewarded for their positive behaviors in many ways.

We use a color system to track and enforce our building expectations. Each child has a clip on the behavior chart which can be moved up or down throughout the day depending on their behavior. Every student begins their day on green and can be clipped up or down to the following colors:

- **Purple-** AWESOME JOB! Student gone above and beyond!
- **Green-** Things are going well, having a great day.
- **Yellow-** Student made a mistake/poor choice. A warning is given.
- **Blue-** Student needs to change behavior. Teacher directed consequence is given.
- **Red-** Stop! A phone call home is required and possible office visit with principal.

**Daily Rewards** - Students are able to earn **Bobcat Cards** by exhibiting behaviors that go above and beyond typical behavior expectations. At the end of each week 12 Bobcat Cards are drawn and winners can choose a prize from the McGuffey Treasure Chest.

**Monthly Rewards** – Monthly rewards are based on the school wide color system. Students earn the monthly reward by ending most days on green or higher for the month. Students may still earn with up to three yellow days, but no blues or reds. Student behaviors/colors will be tracked by their teachers. On the day of the monthly reward, students will receive their Paw Print Ticket from their teacher, and use it to gain access to the activity.

**Weekly Rewards** – Weekly rewards entail students being chosen for exhibiting a Caring, Accountable, Truthful, or reSpectful behavior. Each week, we highlight one of the McGuffey core values. During the week, classroom teachers will choose one student who exhibits the highlighted core value. These students will get their name written on a CATS card and then their name and positive behavior will be shared on the morning announcements. In addition, their CATS card will then be added to a weekly drawing for the opportunity to have Pizza with the Principal. Four students are chosen, each representing one of the core values. At the end of the month, students will have their photo taken, it will be displayed in the main hall, and they get their paw prints to take home and share with their family.

## **Month Behavior Awards**

**August** – Freezer Pops

**September** – Sidewalk Chalk

**October** – Ghost Suckers

**November** – Obstacle Course

**December** - Holiday Video

**January** – Snowball Fight

**February** – Just Dance Party

**March** – Extra Recess

**April** – Field Trip to Rotary Park

\*Activities are subject to chang

# PBIS Tiered Supports

