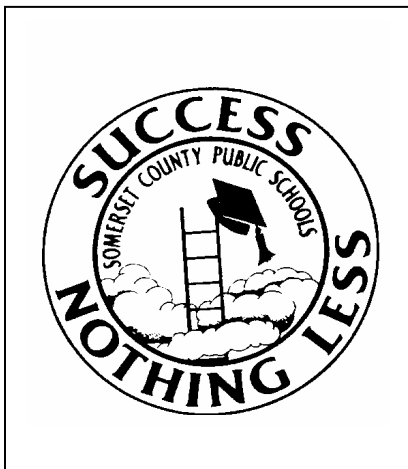


**SOMERSET COUNTY PUBLIC SCHOOLS
MASTER PLAN**

KEY GOAL SAFE, QUALITY ENVIRONMENT	All students will be educated in learning environments that are safe, drug free, and conducive to learning.
INDICATOR	The number of reported disciplinary incidents threatening safe, drug free, environments. The number of persistently dangerous schools, as defined by the State of Maryland.
MEASURE	School Climate Survey; MSDE Violent Incident Reports
STRATEGY 5	DISCIPLINE We will design, implement, monitor, and evaluate an effective and consistently administered county wide disciplinary system.



- I. DESIGN
- II. DELIVERY
- III. MONITORING AND ACCOUNTABILITY
- IV. EQUITY ASSURANCE

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Action Plan 5.1	All Somerset County Public Schools participate in an effective, countywide disciplinary system.				
2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	
	DISCIPLINE ACTION TEAM: ADDITIONS PROJECTED FOR MASTER PLAN STEERING TEAM UPDATE JANUARY, 2004				
DESIGN					
5.1.1 Establish a comprehensive action team <ul style="list-style-type: none"> • To review and study effective disciplinary practices and/or programs. • To review and revise current policy related to Standards of Social Behavior. • To review current data on student suspensions. 	Select and pilot effective disciplinary practices and/or programs. Adopt revised policy on Standards of Social Behavior. Implement revised policy on Standards of Social Behavior.	Evaluate and modify the effectiveness of chosen practices and/or programs. Publicize results to community.	Expand effective programs to all schools and all classrooms. --- Continuous Practice--->	Evaluate and modify the effectiveness of chosen practices and/or programs. --- Continuous Practice--->	
DELIVERY					
5.1.2 Review current program and implement Positive Behavior Intervention Support (PBIS) in three additional schools.	Expand the scope of PBIS in existing schools and expand to additional schools.	--- Continuous Practice--->	--- Continuous Practice--->	--- Continuous Practice--->	

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2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
DELIVERY				
5.1.3 Hire a Behavior Support Coach and Instructional Assistant to work cooperatively with PBIS teams in each targeted school.	Maintain a Behavior Support Coach and Instructional Assistant to work cooperatively with PBIS teams in each targeted school.	--- Continuous Practice--->	--- Continuous Practice--->	--- Continuous Practice--->
5.1.4 Establish goals for the Alternative to Suspension programs at both elementary schools. Monitor and evaluate effectiveness of Alternative to Suspension programs.	--- Continuous Practice--->	--- Continuous Practice--->	--- Continuous Practice--->	--- Continuous Practice--->
5.1.5 Improve administrator, teacher and staff disciplinary effectiveness through internalizing concepts related to “A Framework for Understanding Poverty,” presented as a large group workshop by Ruby Payne and followed by additional staff development throughout the year.	Develop additional strategies related to “Understanding Poverty.” Implement strategies related to “Understanding Poverty.”	Evaluate effectiveness and further implement strategies related to “Understanding Poverty.”	--- Continuous Practice--->	--- Continuous Practice--->

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2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
5.1.6 Assess effectiveness of In-School Suspension Monitors at all middle and high schools.	Make adjustments to improve impact of In-School Suspension Monitors' work at all middle and high schools.	--- Continuous Practice--->	--- Continuous Practice--->	-- Continuous Practice-->
MONITORING AND ACCOUNTABILITY				
5.1.7 Explore the use of Power School to collect and report student disciplinary data.			Parents have access to Power School data	---Continuous Practice---
5.1.8	Develop a procedure to analyze disciplinary data.	Implement procedure for analyzing disciplinary data. Report to Administrator and Supervisors and to the Board.	---Continuous Practice---	---Continuous Practice---
EQUITY ASSURANCE				
5.1.9 Ensure that the disciplinary process is applied equally to all subgroups.	---Continuous Practice---	---Continuous Practice---	---Continuous Practice---	---Continuous Practice---

**SOMERSET COUNTY PUBLIC SCHOOLS
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Action Plan 5.2	All Somerset County Schools are safe, drug free, and conducive to learning.			
2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
DESIGN				
5.2.1 Update and revise the “Standards of Social Behavior” policy and student handbooks.	Distribute Parent Handbooks.	--- Continuous Practice--->	--- Continuous Practice--->	--- Continuous Practice--->
Design and develop Parent Handbooks.	Solicit feedback on value of Parent Handbooks.	Revise Parent Handbooks based on feedback.	--- Continuous Practice--->	--- Continuous Practice--->
5.2.2 Update safe school action plans to include protection from all forms of harassment, bullying, bias and discrimination, including consequences for such behavior.	Publicize, implement, and orient school community to updated Safe School plans. Conduct training and orientation as needed.	Assess school community knowledge and response to updated Safe School plans --- Continuous Practice--->	--- Continuous Practice--->	--- Continuous Practice--->
5.2.3	Investigate ways of addressing harassment/bias through curriculum and other school-based programs and strategies. Develop strategies for addressing harassment/bias.	Implement selected strategies.	--- Continuous Practice--->	--- Continuous Practice--->

**SOMERSET COUNTY PUBLIC SCHOOLS
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2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
DELIVERY				
5.2.4	Provide in-service training <u>at the county level</u> for all school based administrators and teachers regarding the implementation of all harassment policies.	Provide in-service training <u>at the site level</u> for all school based administrators and teachers regarding the implementation of all harassment policies.	--- Continuous Practice--->	--- Continuous Practice--->
5.2.5 Provide annual professional development training for all school based administrators and teachers regarding Standards of Social Behavior Policy at each site.	---Continuous Practice---	--- Continuous Practice-->	--- Continuous Practice-->	-- Continuous Practice-->
5.2.6 Use Learning Support Team to design site based alternative education classroom to intervene in students' unproductive academic or social behaviors. Implement and monitor designed pilot.	Adjust program as needed and continue implementation.	Expand program to additional sites.	--- Continuous Practice-->	--- Continuous Practice-->

**SOMERSET COUNTY PUBLIC SCHOOLS
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2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
DELIVERY				
5.2.6	<p>Establish an Alternative Education Task Force to research and study effective Alternative Education Programs 5–12 and make recommendations.</p> <p>Research study and disseminate information returning students to the regular education setting.</p>	<p>Implement recommendations from Alternative Education Task force.</p> <p>Implement selected Transition Programs and monitor effectiveness.</p>	<p>Evaluate effectiveness of Alternative Education Programs.</p> <p>Adjust Transition Programs as needed and continue to monitor effectiveness.</p>	<p>--- Continuous Practice---></p> <p>--- Continuous Practice---></p>
<p>5.2.7</p> <p>Continue to promote Character Education through the consistent delivery of lessons by a Character Education Teacher shared by two elementary sites.</p> <p>Participate in Trainer of Trainers in Communities of Character Training.</p>	--- Continuous Practice--->	<p>Increase Character Education staff to include a teacher at each elementary school (2) assess program results in correlation with increased staffing.</p>	<p>Maintain 2 Character Education teachers.</p>	--- Continuous Practice--->
5.2.8	<p>Seek funding to acquire school surveillance systems at Washington High School and Greenwood Middle School.</p>	<p>Seek funding to acquire school surveillance systems at Marion Sarah Peyton and Westover Elementary.</p>	<p>Maintain the use of school surveillance systems at all schools.</p>	--- Continuous Practice--->

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2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
DELIVERY				
<p>5.2.9 Affirm value added to the school site through the positions of Resource Officers at Woodson and Crisfield High School.</p> <p>Support the addition of School Resource Officers at Greenwood Middle School and Washington High School.</p>	<p>Affirm value added to the school site through the positions of Resource Officers at Woodson and Crisfield High School; Greenwood Middle School and Washington High School.</p>	<p>Maintain grant funding to support Resource Officers at all middle and high schools.</p>	<p>--- Continuous Practice---></p>	<p>--- Continuous Practice---></p>
<p>5.2.10 Evaluate the effectiveness and reaffirm programs that encourage students to remain drug and alcohol free, such as SHOP, After-Prom Programs, and Intervening with Teen Tobacco Users, Helping Teens Stop Using Tobacco, and Health Education.</p>	<p>--- Continuous Practice---></p>	<p>--- Continuous Practice---></p>	<p>--- Continuous Practice---></p>	<p>--- Continuous Practice---></p>

**SOMERSET COUNTY PUBLIC SCHOOLS
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2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
MONITORING AND ACCOUNTABILITY				
5.2.11 Conduct a security needs assessment of all buildings, including the interior and exterior of the building. Identify needs and develop recommendations to correct security deficits.	Implement recommendations to correct security deficit.	--- Continuous Practice--->	--- Continuous Practice--->	--- Continuous Practice--->
EQUITY ASSURANCE				
5.2.12		Expand the role of the Learning Support Teams to encompass and address all barriers that may prevent learning.	--- Continuous Practice--->	--- Continuous Practice--->
5.2.13	Expand Learning Support Specialists assignment to each school site to assist schools in developing functioning, effective Learning Support Teams.	Increase number of Learning Support Specialist until there is one per site.	--- Continuous Practice--->	--- Continuous Practice--->

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Action Plan 5.3	Each Somerset County Public School student will adopt the identity of a learner and set ambitious personal standards for effort and quality educational performance.			
2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
DESIGN				
5.3.1	<p>Develop initiatives to raise expectations and assure student belief in themselves.</p> <p>Develop activities to promote the notion that “student effort is a more important determinant of achievement than natural ability”.</p>	<p>Implement and document the impact of higher expectations.</p>	<p>--- Continuous Practice---></p> <p>Monitor and provide site and classroom feedback on evidence of “Effort belief” in action.</p>	<p>--- Continuous Practice---></p> <p>--- Continuous Practice---></p>
DELIVERY				
5.3.2	<p>Immerse students in teacher supported practices to build a success-oriented learning environment in each classroom that:</p> <ul style="list-style-type: none"> • Sets clear expectations and standards for success • Appropriately challenges all students 	<p>--- Continuous Practice---></p>	<p>--- Continuous Practice---></p>	<p>--- Continuous Practice---></p>

**SOMERSET COUNTY PUBLIC SCHOOLS
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2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
DELIVERY				
5.3.2	<ul style="list-style-type: none"> • Provide students with appropriate help and assistance • Celebrate successes of students and provide incentives and encouragement to students as they work toward meeting high standards • Motivates student to learn 			
5.3.3	<p>Establish and support student achievement goal setting and monitoring.</p> <p>Introduce student led parent conferences on goals and progress.</p>	<p style="color: red;">--- Continuous Practice---></p> <p>Promote student participation in designing the assessment processes.</p> <p style="color: red;">--- Continuous Practice---></p>	<p style="color: red;">--- Continuous Practice---></p> <p style="color: red;">--- Continuous Practice---></p> <p>Incorporate student self assessment and peer assessment.</p>	<p style="color: red;">--- Continuous Practice---></p> <p style="color: red;">--- Continuous Practice---></p> <p style="color: red;">--- Continuous Practice---></p>

**SOMERSET COUNTY PUBLIC SCHOOLS
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2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
DELIVERY				
5.3.4	Provide students with multiple opportunities to improve the quality of their work.	--- Continuous Practice--->	--- Continuous Practice--->	--- Continuous Practice--->

**SOMERSET COUNTY PUBLIC SCHOOLS
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Action Plan 5.4	Class sizes are controlled to promote optimal teacher management and student attention, motivation, and growth.			
2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
DESIGN				
5.4.1 Maintain the current ratio of one teacher to 18 students in all Pre-K – 3 rd grade classrooms.	--- Continuous Practice--->	--- Continuous Practice--->	--- Continuous Practice--->	--- Continuous Practice--->
5.4.2 Maintain the current ratio of one teacher to 21 students in all 4 th – 5 th grade classrooms.	--- Continuous Practice--->	--- Continuous Practice--->	--- Continuous Practice--->	--- Continuous Practice--->

**SOMERSET COUNTY PUBLIC SCHOOLS
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Action Plan 5.5	Somerset County Public Schools implements, monitors, and evaluates an effective, consistently administered, county wide disciplinary system.			
2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
	DISCIPLINE ACTION TEAM: ADDITIONS PROJECTED FOR MASTER PLAN STEERING TEAM UPDATE JANUARY, 2004			
DESIGN AND DELIVERY				
5.5.1 Continue work as a Discipline Action Team through: <ul style="list-style-type: none"> • Team Discussion • Team Readings • Team Observations • Team Visitations to Highly Successful Schools. 	Initiate staged Discipline System implementation according to Action Team recommendations and Steering Team's endorsement providing <ul style="list-style-type: none"> • Full staff orientation and training • Student orientation • Parent Orientation. 	Implement Discipline System	--- Continuous Practice--->	Evaluate effectiveness of discipline system