



Schoolwide Positive Behavior Plan (SPBP)

Broward County Public Schools

SY 2026 – 2027



School Name:	Forest Hills Elementary
School Number:	2631

Please refer to the SPBP Canvas Resource page to access video tutorials, guidance, and resources for completing the 2026-2027 SPBP template. 

CRITICAL ELEMENT # 1: Active Team with Administrative Participation

1A. Integrated MTSS School-Leadership Team Members

Title	First and Last Name	Title	First and Last Name
1. Administrator	Barbara Rothman (Principal)	9. School Nurse	Daline St. Fleur
2. Point of Contact	Derrick Huff (AP)	10. Pre-Kindergarten Representative	Emily Waldmann
3. BTU Representative	Nancy Mazza (EP) Rosalind Hanlon-Camuto (ESP)	11. Kindergarten Representative	Synquanie Witter
4. Parent/Community Representative	TaiQuay Bogle	12. Grade 1 Representative	Taylor Blair
5. Attendance Manager	Phyllis Loss	13. Grade 2 Representative	Tekeema Medina
6. School Counselor/ Life-Skills & Wellness/ Resiliency Liaison	Amanda Bitton	14. Grade 3 Representative	Yuen-Tung Hidalgo
7. Security Specialist/ Campus Monitor	Richard Ouellette	15. Grade 4 Representative	Belinda Marini
8. ESE/ ASD Representation	Kelly Hickman/ Jodi Antonini	16. Grade 5 Representative	Miranda Landau
9. Social Worker	Lisa Schauben		

*Optional Team Member(s): Family Therapist, Grade Level/Content Area Representatives, Clerical, Custodial, Food/Nutrition

1B. Schedule of quarterly team meetings.

Meeting Objectives:

1. Progress monitor the action steps indicated in Critical Element #9.
2. Collect & analyze student outcome data using the 4 Step Problem Solving Process.

Quarter	PBIS Data Meeting Dates	PBIS Data Meeting Times		Faculty and Staff Data Communication/Presentation Dates
1 st Aug. 10 – Oct. 9	9/2/2026	2:15 PM		9/23/2026
2 nd Oct. 13 – Dec. 18	12/9/2026	2:15 PM		12/16/2026
3 rd Jan. 5 – Mar. 18	2/24/2027	2:15 PM		3/10/2027
4 th Mar. 29 – May 28	5/5/2027	2:15 PM		5/20/2027

CRITICAL ELEMENT # 2: Faculty & Stakeholder Commitment

2. Team communication/presentation of new SPBP to staff and stakeholders

Action Steps:	Dates
Present the 2026-27 SPBP to staff (<i>prior to April 30, 2026</i>)	4/23/2026
Hold a <i>faculty</i> vote on the new SPBP (<i>prior to April 30, 2026</i>)	4/27/2026
Provide training to faculty and staff (<i>prior to September 30, 2026</i>)	9/9/2026
Present the 2026-27 SPBP to family and community stakeholders (<i>prior to September 30, 2026</i>)	9/24/2026

CRITICAL ELEMENT # 3: Data Collection and Analysis

3A. Core Effectiveness: Use current 2025-2026 school year behavior data as listed in Focus.

- Review your referral data YTD in Focus – Discipline Reports – *Students with Referrals*.
- Complete the yellow highlighted cells.
- Auto-calculate the “% of Total Population” by clicking on each “!Zero Divide” in the cells and pressing “Fn + F9”.
- Determine if the core is effective in all three areas.

TOTAL Population:	632	% of Total Population	Core Effectiveness	
# Referrals:	# of Students:			
I. 0 - 1 referrals		96%	Are your 0 – 1 referral > 80%?	☒ Yes ☐ No
II. 2 - 5 referrals (at risk students)	16	3%	Are your 2 - 5 referrals <15%?	☒ Yes ☐ No
III. > 5 referrals (high-risk students)	3	1%	Are your >5 referrals <5%?	☒ Yes ☐ No

3B. Core Effectiveness Action Steps:

If you answered “Yes” to I, II, and III above, then your core is effective. Based upon table 8A, is your core effective?	☒ Yes ☐ No
Answer either (a) or (b): (a) If your core is effective, then identify action steps your school leadership team should continue to take for early identification of at risk or high-risk students. (b) If you answered “No” to at least one of the items above (I, II, or III) then indicate the supports and interventions and action steps your school leadership team will implement <i>at the beginning</i> of the next school year to improve core strength:	
Core Effectiveness Action Steps: 1. Ensure that school rule posters are posted in all instructional classrooms. 2. Hold Code of Conduct assemblies at the beginning of the year, and after winter break. 3. Students receiving referrals will take the online module associated with the offense committed. 4. Monitor disciplinary data in FOCUS Quarterly (Big 5 data). Identify top offenses student’s committing those offenses for possible behavior Rtl.	

3C. Disproportionality is often measured with the relative risk statistic calculation (Relative Risk Ratio = RRR), a measure that indicates the probability of a certain event (e.g., referrals) for one subgroup when compared to all other subgroups.

Relative Risk Ratio calculations are coming soon with the Focus Data System migration.

3D. Disproportionality Action Steps:

What activities/initiatives/programs will your school leadership team implement to prevent disproportionate discipline outcomes within sub group populations (race, SWD, ELL)?

Disproportionality Action Steps:

1. All disciplinary referrals will be monitored by administration and support staff.
2. Guidance lessons will be provided in areas of concern.
3. Students will participate in Overcoming Obstacles Life Skills curriculum. Lessons to target area of concern.
4. Student incentives for positive behavior each week (Fun Fridays).

CRITICAL ELEMENT # 4: Schoolwide Expectations & Location-based Rules

4A. Top five behavior incidents: **Use current 2025-2026 school year behavior data** as listed in Focus.

- (a) Review your referral data YTD in Focus – Discipline – Category Breakdown – *Highest Discipline Code*.
- (b) Complete the chart by identifying the top five behavior incidents and the number of incidents for each type.
- (c) Complete the yellow highlighted cells.
- (d) Auto-calculate the total # of referrals by clicking on “0” and pressing “Fn + F9” together.

Top 5 Behavior Incidents Current Year 2025-2026	# Incidents
1. Insubordination/Disobedience (3-5)	38
2. Insubordination/Disobedience (K-2)	28
3. Battery (low-level) – (3-5)	19
4. Battery (low-level) – (K-2)	4
5. Inappropriate Touch	4
TOTAL	93

4B. School-wide expectations are 3 – 5 positive characteristics (*not behaviors*) that counteract the top school-wide misbehaviors in section 3A. ALL people on campus are expected to model these expectations.

Schoolwide Expectations
1. Show Personal Responsibility
2. Have respect for yourself and others
3. Have manners in the cafeteria as well as throughout the campus.
4. Show kindness to one another.

4C. Top three school-wide locations: **Use current 2025-2026 school year behavior data** as listed in Focus.

- (a) Review your referral data YTD in Focus – Discipline – Category Breakdown – *Location*.
- (b) Complete the chart by identifying the top three schoolwide locations, excluding classroom and the number of incidents for each location.

Top 3 Locations, <u>excluding Classroom</u> :	
School Location(s)	# Incidents
1. Cafeteria	24
2. Hallway	4
3. Playground	2

4D. Expectations and Rules Chart for common areas of school campus:
This chart is posted in all classrooms and used to teach students during behavior lessons.

Schoolwide Expectations and Location-based Rules				Completed by each teacher:
Schoolwide EXPECTATIONS	Cafeteria Rules	Hallway Rules	Playground Rules	Classroom Rules
Show Personal Responsibility	Sit with your class and use level 1-2 voices	Have your ID badge visible at all times	Use all playground equipment correctly. (Go down the slide feet first.) Students are responsible for their own belongings. Anything that goes outside must come inside after recess.	Keep hands and feet to yourself. Complete all at home and class assignments giving 100% effort. Ask questions if you do not understand something.
Have respect for yourself and others	Sit with your feet under the table.	Keep hands and feet to yourself.	Leave recess area cleaner than you found it. Clean up after yourself.	Follow all classroom rules and teacher directions the first time.
Have Manners in the Café as well as throughout the campus	Keep your area clean.	Third tile single file.	Use kind words when outside like please, thank you, excuse me, etc. Take turns using the equipment. Think before you speak or act.	Use please and thank you when speaking to others or asking them for something.
Show Kindness	Raise your hand and wait for help.	Remain in a straight line facing forward.	Help a student in need. Be inclusive when inviting others to play with you. Treat others the way you would like to be treated.	Open doors for others and use level "0" in the hallways so others can learn.
Area Specific Rules	Use the restroom prior to entering the café.	Voice level "0" in the hallway	Football is pass/catch only. No football game. No soccer on the basketball court.	Be sure to be prepared for all activities: (ex. Learning-pencil & paper, computer. Remember utensils in the café, etc.

CRITICAL ELEMENT #5: Teaching Behavior

5A. At least one lesson plan for **each** schoolwide expectation above is distributed to instructional staff during pre-planning week and are maintained in the SPBP Binder.

Dates when the schoolwide expectations lesson plans are taught by instructional staff and noted in lesson plans:			
	Date(s)	Time:	Location(s):
Start of School Year	8/15/2026	8:30/ 9:15am	Cafeteria
After Winter Break	1/8/2027	8:30/ 9:15am	Cafeteria
After Spring Break	3/30/2027	8:30/ 9:15am	Cafeteria

5B. At least one Rules Lesson Plan for **each** common location is distributed to instructional staff during pre-planning. This is aligned to the **Schoolwide Expectation/Location-based Rules** chart in section 4D. Location-based rules should be taught and reinforced in the context of the location in the beginning of the year, after long breaks, and throughout the year as necessary.

Dates when the rules lesson plans for common locations are taught by instructional staff and noted in lesson plans:			
Common Location	Hallway Rules	Cafeteria Rules	Select location
Lesson Plan Dates			
Start of School Year	8/10/2026	8/17/2026	8/24/2026
After Winter Break	1/11/2027	1/18/2027	1/25/2027
After Spring Break	3/22/2027	3/30/2027	4/5/2027

5C. Prevention programs and other schoolwide student support initiatives can be used to proactively teach positive behavior and prosocial skills. Use this chart to plan how you will use District supported programs and initiatives to promote positive behavior on campus.

Program/Initiative	Plan Details			
	When will it be taught?	Who will teach it?	How will it be implemented? <i>2-3 sentences</i>	How will it be monitored for effectiveness?
Resiliency Curriculum Student online modules	Ongoing throughout the year	Guidance Counselor and Special Area Teachers	Guidance will go into classrooms during non-instructional time. Special Area Teachers will also teach resiliency during their specials block of time.	District as well as schoolwide monitoring
Character Education Kids of Character	A new character trait will be taught at the end of each month.	Classroom Teacher/ Guidance	Teachers will submit to the Guidance Counselor one name of the student who exhibits the character trait of the month. This student will be honored at the monthly Kids of Character assembly.	The Guidance Counselor will ensure all teachers have submitted one name to attend the Kids of Character assembly.

CRITICAL ELEMENT # 6: Recognition Programs

6A. The schoolwide recognition system focuses on reinforcing schoolwide expectations OR a specific location where referrals often occur. The recognition should be used to encourage, acknowledge, and reinforce students to exhibit positive behaviors.

Identified Schoolwide Expectation OR Specific Location: Click here to enter Expectation OR Location

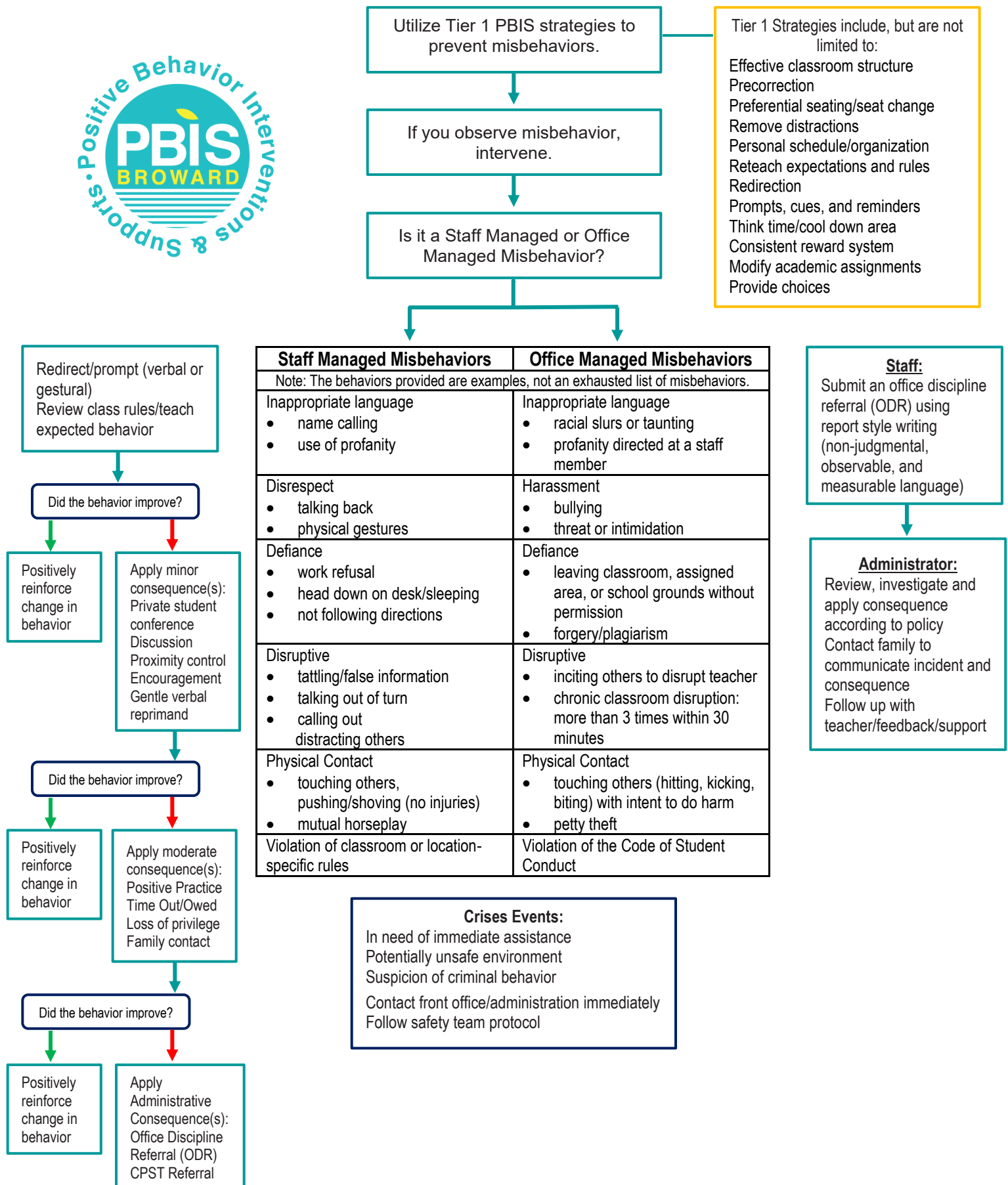
4 Step Problem Solving Process	Plan Details
1. Problem Identification: Review your behavior data to identify one school-wide problem. What problem did you identify?	Data used: Cafeteria referral data (24) Problem Identification Statement: There were 24 referrals that originated from the cafeteria during the 2025-26 school year. This is 6 more than the 2024-25 school year.
2. Problem Analysis: Why do you think this problem is occurring? What is your goal?	Hypothesis: Students require additional and ongoing practice of cafeteria expectations. SMART Goal Statement: By the end of the 2026-27 school year, Forest Hills will reduce the number of referrals coming from the cafeteria from 24 to 18 or less.
3. Intervention Design: Describe how you will implement a positive reward program/system to decrease this problem.	Type of Program/System: Point system Description of Program/System: A point system will be implemented to praise classes that follow the cafeteria rules. Classes with sufficient amount of points will earn a prize.
4. Evaluation: A. Implementation fidelity	How will you monitor the fidelity (consistency and effectiveness) of the staff's implementation of the reward program/system? Staff implementation will be monitored daily. The staff will be required to submit daily point updates to the Assistant Principal for review.
B. Student outcome monitoring	How will you know if the reward program/system is positively impacting students? What measurable data will you use to determine "success"? Referral data (reduction of 5% or more – at least 6 less) Cafeteria behavior monitored (both individual and collectively)

6B. *Character Education* is an educational and award program utilized to teach and recognize students who display positive character traits each month. Please refer to the BCPS website for lesson plans, videos and additional resources to support this recognition program at your school. 

Monthly Character Traits	Plan Details
1. September: Cooperation 2. October: Responsibility 3. November: Citizenship 4. December: Kindness 5. January: Respect 6. February: Honesty 7. March: Self-Control 8. April: Tolerance	How will you recognize <i>Kids of Character</i> each month? (2-3 sentences) Students will be recognized and honored during the monthly Kids of Character assemblies.

CRITICAL ELEMENT #7: Effective Discipline Procedures

You can choose to use the flow chart below or create your own. This flow chart is posted in all classrooms and used to teach students during behavior lessons.



CRITICAL ELEMENT # 8: Classroom Management Systems

8A. Evidence-based Tier 1 classroom management system:

Which evidence-based system(s) are you using?	Provide 3-4 measurable and observable action steps the team will take to help educators improve their classroom management system. <i>(3-4 detailed steps)</i>
☐ CHAMPS ☒ Positive Behavior Interventions and Supports and the Classroom https://fl-pda.org/#/category/26 ☐ Other: Click here to enter name of system	1. All staff review the Positive Behavior Interventions and supports (PBIS) by the completion of the first quarter of the 2026-27 school year. 2. Ongoing support for implementation of PBIS via PBIS Team and/or district trainers. 3. All classroom rules, consequences, rewards, and FHE expectations will be posted in every classroom prior to the first day of school for students. 4. New educator support for PBIS will be made available through TIER mentorship program. 5. At the beginning of the 2026-27 school year staff will review the school rules, consequences, and brainstorm optional rewards. These strategies will also be utilized throughout the entire school year.

8B. The administration reviews and analyzes the fidelity of staff implementation of Tier 1 classroom management systems **across teachers** using:

☐ CHAMPS 7 Up Checklist 
☒ Classroom Snapshot (Classroom Management Assessment) 
☒ PBIS Classroom Assistance Tool (CAT) 
☐ Other (<i>specify</i>):

8C. Percentage of classroom referrals: **Use current 2025-2026 school year behavior data** as listed in Focus.

(a) Review your classroom data YTD in Focus – Discipline – Category Breakdown – *Location*.

(b) Complete the yellow highlighted cells.

(c) Auto-calculate the % of referrals in the classroom by clicking on “!Zero Divide” in the next cell and pressing “Fn + F9” together.

Total number of discipline referrals from classrooms :	100
Total number of <i>other school-wide</i> discipline referrals (not including classrooms):	40
% of referrals in the classroom:	71%
Do more than 40% of your referrals come from the classroom?	☒ Yes ☐ No

Critical Elements # 9: SPBP Implementation Planning

RED Font = Action Steps for all schools in Broward County

GREY Font = Best Practices for all schools in Broward County

TEAL Font = Resources available at <https://browardschools.instructure.com/enroll/PWF673>

Implementation Action Plan	
Month	Action Steps
	☒ check off Action Step when completed
Current	☒ Create an SPBP binder or portfolio to retain (for 2 years) hard copies of: your SPBPs, Action Plans, staff PBIS professional development attendance, stakeholder training attendance, quarterly meeting agendas, quarterly staff behavior presentations, voting attendance and outcome, Expectations lesson plans and Rules lesson plans
Pre-Planning	☐ Print up your SPBP and Feedback form BCPS Central ☐ Provide SPBP presentation to all staff during Pre-Planning ☐ Disseminate the current SPBP (hard copy or electronically) to all staff and stakeholders ☐ Market and post School-wide Expectations and Location-specific Rules ☐ Identify your district PBIS Specialist (Contact amber.jennings@browardschools.com for more information if you are unsure) ☐ Ensure schedule of quarterly meeting dates for entire year as indicated in the SPBP (indicated in yellow)
August 1 st Quarter Team Meeting	☐ Determine any needed team training, such as: 4 Step Problem Solving Process series, PBIS 10 Critical Elements, Data Collection, etc. ☐ Review previous year's SPBP and feedback form; make necessary modifications ☐ Review previous year's data (Use the Tier 1 Agenda and Quarterly Big 5 Data template) ☐ Verify and implement teaching schedule for Expectations and Rules behavior lesson plans ☐ Implement the Reward System for all students as indicated in the SPBP ☐ Ensure the Discipline Flow Chart is distributed to all staff and is being used as written ☐ Present implementation data, behavior data, team activities and SPBP progress to entire staff ☐ Ensure all teachers are using an evidence-based classroom management plan, such as CHAMPS ☐ Confirm next quarterly PBIS team meeting date and time
September	☐ Provide SPBP stakeholder presentation by September 30 th ☐ Ensure instructional staff know how to document Tier 1 Supplemental Strategies for behavior ☐ Check for staff and teacher understanding of PBIS - provide "PBIS 101" training as a resource Video training modules available at: https://browardschools.instructure.com/courses/1193624/
October 2 nd Quarter Team Meeting	☐ Review previous quarter's data (Use Tier 1 Agenda and Quarter Big 5 Data template) ☐ Present implementation data, behavior data, team activities, and SPBP progress to entire staff ☐ Ensure Core Effectiveness Action Steps are being implemented as written in Section 3B ☐ Complete Quarterly Big 5 Data Template and submit to your assigned PBIS Administrator ☐ Confirm next quarterly PBIS team meeting date and time
November	☐ Review/revise lesson plans as indicated by previous quarter behavior data ☐ Ensure that the Student Outcome Monitoring Action Steps are being implemented as written in Section 10B
January 3 rd Quarter Team Meeting	☐ Staff to re-teach Expectations and Rules after winter break ☐ Review previous quarter's data. (Use Tier 1 Agenda and Quarter Big 5 Data template) ☐ Present implementation data, behavior data, team activities, and SPBP progress to entire staff ☐ Complete Quarterly Big 5 Data Template and submit to your assigned PBIS Administrator ☐ Confirm next quarterly PBIS team meeting date and time
February	☐ Check on newly hired staff for PBIS understanding - provide "PBIS 101" video training module ☐ Utilize the Stakeholder SPBP Forms Survey to solicit input for planning next year's SPBP (optional)
March 4 th Quarter Team Meeting	☐ Ensure progress towards completion and submission of next year's SPBP ☐ Staff to re-teach Expectations and Rules after spring break ☐ Review previous quarter's data. (Use Tier 1 Agenda and Quarter Big 5 Data template) ☐ Present implementation data, behavior data, team activities, and SPBP progress to entire staff ☐ Complete Quarterly Big 5 Data Template and submit to your assigned PBIS Administrator
April	☐ Provide staff presentation and faculty vote on new SPBP for next year ☐ Submit your SPBP in BCPS Central by April 30 th . Use this new SPBP in the next school year ☐ Continue implementing your current SPBP through the end of the current school year

CRITICAL ELEMENT # 10: Evaluation

10A. Staff Implementation of the Schoolwide Positive Behavior Plan: review goals, evaluate implementation, and create 2 action steps to review in quarterly PBIS meetings.

"Are staff implementing the SPBP with fidelity? If not, how will you address this area?"

STAFF Implementation Monitoring		
Staff Implementation Goal	Quarterly Team Review: Implemented with fidelity?	If you answered No , enter 2 action steps your school will take to move towards this goal by the next PBIS meeting.
100% of hallways, front office, cafeteria, and other public areas all have school-wide expectations and location-specific rules posted.	☒ Yes ☐ No	By 10/2/2026, 1. During beginning of year, after winter break, and after spring break, there will be cafe assemblies for students. We will go over school wide and location specific rules. 2. Administration and support staff will verify that both school-wide and location specific rules are posted throughout the campus.
100% of instructional staff has delivered expectations and rules lesson plans as written and when indicated.	☒ Yes ☐ No	By 10/2/2026, 1. Instructional staff will go over rules and expectations for areas around the campus. 2. These lessons will be documented in the instructional staff member's plan book.
100% of staff members are oriented to the Discipline Flow Chart. It is used consistently by 100% instructional staff, behavioral support, and administrators.	☒ Yes ☐ No	By 10/2/2026, 1. All staff members will be oriented to the discipline flow chart as well as how to use it. 2. Each staff member will be provided a copy of the discipline flow chart to have for their classroom.
A recognition system is implemented by 100% of staff for <i>all</i> students.	☒ Yes ☐ No	By 10/2/2026, 1. Fun Fridays - Classroom based behavioral incentive for behavior and academics. 2. Cafeteria incentives will be given for both the classes who follow cafe rules, as well as a raffle for individuals who go above and beyond in the cafe.

10B. The SPBP is successful in positively impacting **students**: review behavior data and create a SMART goal. Evaluate implementation and create action steps to review in quarterly PBIS meeting.

"If staff are implementing the SPBP consistently and effectively, is it positively impacting students? How will you know?"

SMART Criteria:

S	Specific	Concrete, detailed, focused, and well defined. Results-focused and action-orientated.
M	Measurable	The measurement sources (data) are defined numerically in order to track progress towards the objective.
A	Attainable	Objectives are achievable in the near future to maintain motivation.
R	Realistic	Staff have the resources to achieve the objective- time, personnel, materials, etc.
T	Time-bound	Agreed-on time frames create the necessary urgency and prompt action.

STUDENT Outcome Monitoring		
Student Outcome Data	Complete the SMART goal to determine “successful” student outcomes	List 2 action steps your team will take to ensure this goal is monitored and meets or exceeds the SMART goal.
Select an item	By June 3, 2027, battery (low-level) for grades 3-5 will indicate a 3 referral decrease from 19 to 16 as measured by Office Discipline Referrals (ODRs) in Focus.	1. Code of Student Conduct assemblies conducted three times per year to ensure students keep their hands to themselves. 2. Weekly incentives for no Classroom ODRs (weekly).

SPBP Submission
1. Upload completed SPBP (as PDF) into BCPS Central in the School Improvement Plan.  2. Complete PBIS Point of Contact form. 