

# Abraham Lincoln Elementary

## Student Behavior Management Flowchart

Observe Problem Behavior

What type of problem behavior is being observed?

**MINOR**

**MAJOR**

**Step 1:** Redirect/Give opportunity to student.

**Step 2:** Reteach appropriate behavior to meet Lincoln expectations.

**Step 3:** Utilize intervention strategies and document on MINOR Behavior Log.

**Step 4:** Contact colleagues, support staff or admin. for additional interventions or suggestions and implement interventions.

**Step 5:** Write minor on a Discipline Data Referral report (DDR) for tracking. Attach MINOR behavior log to copy and submit to **the office / AP.**

**Step 6:** At least 3 or more of incidents of the same behavior, write major report with attached MINOR Behavior log and refer to office.

### Teacher Best Practices

- Seat change
- Recognition/incentive/reward of expected behavior
- 5-1 positive verbal feedback
- Multiple opportunities to practice expected behavior
- Modify assignments and/or activity
- Parent phone call
- Loss of privilege
- Peer/buddy assistance
- Proximity
- Reteach procedures
- Nonverbal/visual cues
- Break/Think Time
- Actively supervise
- Model correct behavior

### Administrator Best Practices

- Discuss Lincoln Expectations
- Student Reflection
- Private conversation
- Loss of Privilege(s)
- Conference with parents
- In-house suspension
- Outside suspension
- Expulsion
- Contact authority
- Tier 2 interventions

**Step 1:** Write major on a DDR and submit report (not student) to office. In case of emergency (unsafe classroom environment), call the office.

**Step 2:** Administrator or designee determines action.

**Step 3:** Administration follows through on action with student.

**Step 4:** Administration provides family contact and teacher feedback.

**Step 5:** Tier 2 interventions.

### Procedures for Responding to Social Learning Errors

- Use a calm teaching voice and professional demeanor.
- Respond the same way each time a social learning error takes place.
- Respond quickly and disengage to return to learning.
- Respond immediately after the misbehavior takes place.
- Be respectful by avoiding sarcasm or threats of future consequences.
- Having a private conversation.

*\*The response to the misbehavior must focus on re-teaching the student(s) - helping them know what we want them to do instead:*

*Lincoln Elementary is a PBIS school.  
Lincoln Lions have PRIDE in being safe, respectful, and responsible – everyone, everywhere, & everyday!!*

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