



San Jacinto Unified School District

**Monte Vista Middle School
6059166**

**Comprehensive Safe Schools Safety Plan
2016-2017**

All California public schools kindergarten and grades one through twelve must develop a comprehensive school safety plan, per California Education Code sections 32280-32289 and BP 0450, AR 0450 & BP 0510

All students and staff of public primary, elementary, junior high, and senior high schools have the inalienable right to attend campuses that are safe, secure, and peaceful.

**California Constitution
Article I, § 28 (c)**

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San Jacinto Unified Difference

Mission

We exist to educate and empower all students to achieve academic excellence, personal growth and social responsibility.

Vision

We provide a nurturing, innovative, inspiring environment to ensure every student graduates equipped with a passion for learning, the motivation to act responsibly and the capacity to be critical thinkers as they successfully navigate their own unique futures.

Core Values

WE LIVE IT! WE DO IT!

EXCELLENCE

We facilitate excellence by establishing and modeling high standards for personal, organizational and academic growth.

STUDENT SUCCESS

We encourage, support and celebrate student learning by setting high expectations, providing opportunities for exploration and discovery, and fostering student achievement.

INTEGRITY

We demonstrate honest, ethical, and socially responsible behavior by honoring commitments, showing respect and concern for others, and listening to all perspectives, thus demonstrating trustworthiness among all stakeholders.

INNOVATION

We encourage and support creativity by celebrating diversity, and inspiring new ideas through collaboration, applied and integrated technology, community involvement and global partnerships.

Graduate Profile

San Jacinto graduates are college and career ready, empowered with effective communication, critical thinking and life skills, which enable them to compete in a global society.

Effective Communication	Critical Thinking	Life Skills
<ul style="list-style-type: none"> • Oral and written communication skills 	<ul style="list-style-type: none"> • Ability to solve complex problems from multiple perspectives 	<ul style="list-style-type: none"> • Resilience
<ul style="list-style-type: none"> • Listening 	<ul style="list-style-type: none"> • Resourcefulness 	<ul style="list-style-type: none"> • Social Adaptability
<ul style="list-style-type: none"> • Digital literacy 	<ul style="list-style-type: none"> • Making good/wise decisions 	<ul style="list-style-type: none"> • Creativity
<ul style="list-style-type: none"> • Collaborative Interaction (Collaboration) 	<ul style="list-style-type: none"> • Global perspective 	<ul style="list-style-type: none"> • Innovation
	<ul style="list-style-type: none"> • Reading comprehension 	<ul style="list-style-type: none"> • Ethical Behavior
		<ul style="list-style-type: none"> • Cultural Competency

School Mission Statement

The purpose of Monte Vista Middle School is to educate, equip, and empower our students to be independent thinkers, problem-solvers, and leaders.

Monte Vista Middle School Values

Respect: Treat all with dignity.

Responsibility: Take ownership for learning and behavior.

Commitment: Educate and engage students in a respectful, responsible, and supportive way.

School Site Council School Vision Statement

Monte Vista Middle School will be the model of academic excellence and innovation, where every student's academic experience is engineered to equip them with the choice of college and/or career by providing universal access to rigorous learning opportunities that foster social and academic growth.

**School Site Council Safe School Plan Committee Members
2016-2017**

Member	Position
Janet Covacevich	Principal
Margarita Lanier	Assistant Principal
Tia Gaither	Dean of Students
Mrs. Julie Wedel	SSC President
Jennifer Kling-Burbridge	Teacher
Jacob Mathis	Teacher
Eva Hernandez	Teacher
Robin Balch	School Counselor
Juawana Bowman	School Psychologist
Annette Coronado	Parent
Cynthia Arana	Parent
Javier Hernandez	Campus Security

MVMS Safety Plan was approved on XXXXXXXX by the School Site Council members.

*See appendix for the meeting notes

Note: School Safety Team may be the School Site Council. The Team MUST include Parents.

Item	Date Completed (Add Actual Date Completed)	Comments
School Safety Team Members Identified	April 2016	
Create Calendar for School SSC and PBIS Team Meetings	Aug. 2016	
<p>Appropriate Strategies Have Been Identified & Reviewed with the Team for Compliance With EC 32282 (2) A-I</p> <ul style="list-style-type: none"> -Child Abuse Reporting: BP 5141.4 -Disaster Procedures (Hour Zero) -Suspension/Expulsion BP/AR 5144.1 -Procedure for Notify Teachers of Dangerous Students -Discrimination/Harassment: BP/AR 5145.3, 5145.7 & 5145.9 -School Discipline Handbook -Safe Ingress & Egress (Hour zero) -Parent/Student Handbook 	Sept. 2016	*See appendix
Review Bully Reporting and Investigation Process & Procedures BP 5131.2	Aug. 11, 12 2016	Teacher Presentation Student Presentation Parent Presentation
Assessment of School Crime Reviewed w/Team	Dec. 2016	See Appendix
<p>Assessment Results Reviewed w/Team</p> <ul style="list-style-type: none"> -Suspensions -Expulsions -Discipline Referrals to Office -CHKS -Parent Safety Survey -Teacher Safety Survey -Staff Observations -Attendance: pg. 25 	Jan. 2016	Student Services – Community Review 2/23/16 Teacher

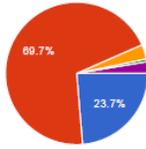
-SARB pg. 25		
Team Identified Priorities List Based on Assessment Review	Jan. 2016	*See appendix
Identify and Review Current Efforts to Address Priorities w/ Team	Jan. 2016	*See appendix
An Action Plan Has Been Developed To Address Each Priority Identified	Jan. 2016	*See appendix
School Resource Officer Reviews Plan	Jan. 2016	
Notification of Meeting on Plan Review Sent to Appropriate Individuals EC 32288 (b) (2) (A-F)* -SJTA & CSEA Presidents -PTA/PTO President -ASB President -Local Church Representative -Local Civic Leaders -Chamber of Commerce -Director of Student Support	Jan. 2016	*Include copy of notification in appendix Posted on-line and in the front office and School Board Review in Feb 2015
Public Meeting Held on the Safety Plan	Mar. 2016	*Include copy of sign-in sheet in appendix
End of Year Evaluation of 2015/2016 Safety Plan	May 2016	*Include copy of sign-in sheet in appendix *Include copy of End of Year Evaluation in Next Year's Plan
Key Findings From End of Year Evaluation of 2015-2016 Safety Plan by Team	May 2016	
Safety Plan for 2015-2016 Due by Feb. 2016	Feb. 2016	*Email 2014-2015 Comprehensive School Safety Plan in Word document w/appendix to Director of Student, Community & Personnel Support
Safety Plan Available for Public Review	At all times	

School Safety Assessment Data 2015-2016

Data Source	Comments	Analysis
School Counselor Presentation & Staff Presentation	Anti bullying lessons were delivered to all students by counselors.	Anti bullying lessons were delivered to all students by school counselors. Staff received an anti-bullying training upon returning to work.
Suspensions	See chart in the Appendix	According to the data there is a trend for student suspensions connected to fights and defiance.
Expulsions	See chart in the Appendix	Explain the expulsion process clearly throughout the year when meeting with parents and students. The PBIS team will find ways to be proactive, by creating a positive environment at school and finding ways to support at risk students at first offense. Top 5 were explained to students and staff.
Office Discipline Referrals	See chart in the Appendix	The school will continue to focus on explicitly teaching school expectations in all settings. All students will be provided with tier 1 interventions, students who continue being disruptive will move towards tier 2 and 3 interventions. Teachers will contact parents and provide in-class interventions before sending students to the office for classroom managed infractions. Students who are at the tier 2 or 3 will be referred to school counseling to help with targeted behaviors.
Reports of Bullying	See chart in the Appendix	Anti bullying lessons were delivered to all students by counselors. During National Bullying Prevention month, parents and students were invited to a seminar on bullying behavior.
California Healthy Kids Survey	See chart in the Appendix	The team looked and analyzed the Healthy Kids Survey data. Interventions to these findings were discussed. As a result an after school Anti a goal was identified to specifically address the CHKS data.

Parent Safety Surveys

My child feels safe in the classroom(s).



strongly agree	36	23.7%
agree	106	69.7%
disagree	5	3.3%
strongly disagree	1	0.7%
don't know	4	2.6%

One of our main focus areas for this year and next year will be to increase parent perception of safety. As reported on 23.7 % of parents strongly agree that their child is safe.

Policies and Procedures Reviewed & Revised

Policy/Procedures	Reviewed w/Team Y/N	Comments	Revisions
Child Abuse	Y	Reviewed mandated reporter process and follow steps, reflect as needed	
Emergency Response (Hour Zero)	Y	Practice drills monthly	
Suspensions and Expulsions	Y	Both the PBIS team and Discipline Committee are working together on weekly bases to look at interventions to support all students.	
Notification of Dangerous Pupils	Y	Informed throughout year by principal with staff.	
Discrimination and Harassment	Y	Keenan trainings	
School Dress Code	Y	Dress code was revisited and changes were made by staff to insure student safety.	School-wide Expectations Matrix
Safe Ingress and Egress	Y	Enforce that all gates a locked to keep a safe campus.	
Safe and Orderly Environment	Y	Continue to refine with safety and leadership teams with input from community	
Rules and Procedures on Discipline	Y	Students are being taught all rules and expectations in all settings through advisory, all classes, daily announcements, and school-wide presentations Students were also given a student handbook explaining rules and procedures. New students receive the presentation via the school counselor when placed in courses. Parents receive annual notification and receive rules at back to school night.	Videos will be created by PBIS team to teach students behavior expectations and then use reinforced in all settings.
Hate Crimes/Bullying Reporting	Y	No hate crimes this year. Students reported bullying to counselor and administrator using incident report.	WEB students will continue to support all students getting involved and creating a positive climate.

Current Activities & Programs

2015-2016

Current Activities/Programs	Priority Targeted	Funding Sources
School-wide PBIS. Staff held monthly meetings to discuss school-wide climate and behavior. Staff looked at ways to connect with all students by using positive reinforcements and by teaching behavior expectations.	Teachers-Students and all other staff.	Site Funded
Provided intervention instruction within the school day for targeted students below basic in any core area.	Teachers-Students Advisory	Site funded
Provided targeted behavior intervention instruction within the school day for targeted students needing social skills, anger management, and conflict resolution.	Students/counselor	Site funded
SST meetings for at-risk students for academics or behavior	Students/Admin/Teachers	Site funded
Provided after school instruction and activities through the ASES grant.	ASES Staff and Coordinator	ASES Grant
Rules, consequences, and procedures were consistently communicated to staff, students and parents through the Student Handbook, announcements, assemblies, phone calls and other communication.	Administration Teachers	No Cost
Counselors provided all students with lessons in the classroom on what is bullying and how to prevent and stop bullying.	Administration Teachers Counselors	No cost
Counselors met with at risk students to discuss academic achievement, behavior, and attendance. Together they come up with an Educational Learning Plan.	Administration Teachers Counselors	No cost
Teachers were trained in classroom management, home/school communication, child abuse reporting and student safety procedures.	Administration Leadership Team Ed. Services Safety Committee	No cost

Priorities Identified for 2016-2017

Priority Area	Data Source	Justification
1. Use intervention programs and increase positive culture on campus which in turn can lead to a decrease fights on campus.	AERIES Citations School Counselor Documentation	See student suspension data
2. Increase student connectedness which will decrease out of class suspensions for disruptive/defiant behavior.	AERIES Citations	See student suspension data
3. Increase student daily attendance,	AERIES SARB Referrals	See SARB attendance data
4. Increase student perception of feeling very safe on campus.	CHKS Survey	See CHKS data

Action Plan Priority One

Priority 1: Use intervention programs and increase positive culture on campus, which in turn can lead to a decrease fights on campus.

Activities: Prevention & Intervention	Target Date	Person Responsible	Budget Source	Comments	Completed Y/N
Refer students for anger management and conflict mediation to the school counselors for targeted intervention and skill development	On-going	Principal, AP, Counselor	No cost	Discipline data analysis and School Counselor data	Y
Targeted group of students will be explicitly taught how to handle conflict through social skills.	On-going	Principal, AP, Counselor	No cost	Discipline data analysis and School Counselor data Analyze areas of need for each individual student.	Y
Teach conflict resolution skills in Advisory to reinforce trends on campus.	On-going	Principal, AP, Counselor, Teachers	No cost	Advisory Lessons	Y
Student Success Room (SSR)	As needed	AP, Dean of Students	No cost to site		Y
Caught you cards	Daily	Principal, AP, Counselor, Teachers, Security	No cost to site		Y
VIP cards	Quarterly	Principal AP Teachers PBIS team	No cost to site.		Y
Passports	Quarterly	AP Teachers	No cost		Y

Action Plan Priority Two

Priority 2: Increase student connectedness which will decrease out of class suspensions for disruptive/defiant behavior.

Activities: Prevention & Intervention	Target Date	Person Responsibl e	Budget Source	Comments	Comple ted Y/N
Continue to support the implementation of the school wide expectations and "You Got Caught Cards" for positive reinforcement	On- going	All Staff	PBIS Budget, ASB Budget, and Donations	By providing a positive and proactive approach to student behavior as well as re-teaching school wide expectations in every and all areas. As a school site we will be analyzing positive and negative interactions with students. We will also focus on staff using more positive referrals to reward students for their good behavior.	Y
Counselor led lessons with targeted student social skills groups. The focus will be to teach students school expectations and social skills to improve behavior and academics.	On- going	Teachers AP Principal Counselors	No cost	Teacher Surveys and students help us target interventions and lessons for Tier 1-3 students. Teachers will be given the time to collaborate and analyze which students are in need of a targeted intervention plan. During Advisory -Teachers will be given the lessons, so that they are able to follow up with their students and encourage them to continue to make positive choices.	Y
Parent Meetings and SST meetings.	As needed	Teachers counselor Admin.	No cost	When staff starts to notice at risk behaviors. The staff member will set up an SST, so that the team can come up with a plan to better support student's behavior before it escalates.	Y
Counselors will make referrals to outside agencies.	As needed	Teachers counselor Admin.	No cost	When staff starts to notice high levels of at risk behaviors, staff members will refer students for external services.	Y
During Advisory Provide	On- going	Teachers counselor Admin.	No cost		Y

Teachers with strategies to support positive student connection.					
Increase student connectedness and social development with staff and student bobcat mentorship program	On- going	Teachers counselor Admin. Classified	\$10,000	SJUSD will provide funds via LCAP for students and staff to foster positive staff student relations via the MVMS mentorship program. The program will commensurate yearly after school for 30 students-Tier 2 & 3.	Y
Provide students will social skills and strategies to decrease behavior	On- going	Campus Security Admin	No Cost	Admin will meet with the campus security staff and PBIS coach to develop strategies to influence social skills during after school detention. Second Step, Boys Town, and Skills Streaming curriculum will be used to teach new strategies to decrease student referrals.	Y

Action Plan Priority Three

Priority 3: Increase student daily attendance by 1%.

Activities: Prevention & Intervention	Target Date	Person Responsible	Budget Source	Comments	Completed Y/N
Attendance incentive – VIP cards.	Jan-Mar	Attendance clerk AP Principal Teachers	General	Weekly incentives bi-weekly Chromebooks or beats.	Y
Student passport for punctuality.	On-going	Attendance clerk AP Principal Teachers All adults	No cost	Students will be able to earn special incentives for keeping a green passport through-out the school year. This will provide a positive reinforcement for all students who are doing the right thing. Students will yellow and red passports will lose privileges. Students with green passports will be able to go to lunch early every Wednesdays and get in free to all dances. We have seen a decrease in period tardies	Y
Hold parent meetings (SST) home visits, SRO, when there is a concern with student attendance	As needed	Teachers counselor Admin.	No cost	When staff starts to notice at-risk behaviors. The staff member coordinate the appropriate intervention to support the students needs	Y
YAT Referral	As needed	Counselor Admin.	No cost	Student and parent willing to have volunteer to participate in the Non-probation RCOE program for truancy, Drugs, and other crime	Y
School Counselor Referral and External Referral	As needed	Admin.	No cost	Students will be referred to the school counselor when there is a identified need for additional support services	Y

				connected to the students' inability to attend school	
Saturday School	District Schedule	Admin.	No cost	Students will be provided a permission slip to attend Saturday school. By attending Saturday school, students are able to decrease their overall tardies and unexcused absences.	Y
SART & CART Contract Meetings	Site Schedule	Attendance Clerk Admin.	No cost	The attendance clerk and admin will meet with parents when there are concerns with attendance and discuss strategies to improve attendance.	Y
SARB and DA Meetings	District Schedule	Attendance Clerk School Counselor Admin	No cost	After referral from SART, site representatives will meet with parents and students at the SARB and IDA meetings. This will assist to understand the barriers to school attendance and provide resources to parents to increase student daily attendance.	Y

Action Plan Priority Four

Priority 4: Increase student perception of feeling very safe on campus CHKS parent survey.

Activities: Prevention & Intervention	Target Date	Person Responsible	Budget Source	Comments	Completed Y/N
Create a safe welcoming school environment.	On-going	Attendance clerk AP Principal Teachers All adults	No cost	Focus on building positive relationships with all students through out the whole campus..	Y
Assess any potential safety concerns by conducting walk-throughs to observe student use of the campus, including but not limited to, class lines, playground supervision, and the cafeteria lunch line.	On-going	Attendance clerk AP Principal Teachers All adults	General	Focus on keeping a safe campus for all students.	Y
Assess and adjust vehicle traffic patterns during drop-off and dismissal as necessary.	On-going	AP Principal Teachers All adults Campus Supervisors	No cost	Focus on keeping a safe campus for all students.	Y
Ensure facilities, including student restrooms, remain clean and well-maintained.	On-going	Custodian	General	Focus on keeping the campus clean and safe for all students.	Y
Log graffiti (gang tags) and report to SJPD regularly.	On-going	AP Principal Teachers All adults Campus Supervisors	General	Focus on keeping the campus clean and safe for all students.	Y

Hold a focus group to find out the safety areas of concern from the student voice	On-going	AP Principal School Counselor	None	Focus on building positive relationships with all students through identifying areas of concern.	Y
Ensure staff members are trained on safe practices	On-going	AP Principal School Counselor Teachers	None	Hour Zero will support as a vehicle for staff members to receive training on safe practices.	Y
Staff will monitor student behavior and refer to the appropriate staff members for support	On-going	AP Principal School Counselor Teachers	None	Staff members will be trained on school counselor referral and discipline office referrals.	Y

Safety Plan Revisions

The safety plan is a living document. During the year, this document is reviewed for changes and modifications. Specific modifications can include Hour Zero, Keenan, data analysis and plan review.

Date Revised During the Year	Person Responsible	Date of Public Meeting	Summary of Revision(s)
4/28/2015	Janet Covacevich		Looked at old Safety plan and Hour Zero.
05/14/2014	Janet Covacevich		Revised plan adding programs.
06/18/2014	Janet Covacevich		Revised plan adding programs, looked at data.
08/20/2014	PBIS Team Janet Covacevich		Revised plan adding programs, looked at data.
09/17/2014	PBIS Team Janet Covacevich		Revised plan adding programs, looked at data.
10/15/2014	PBIS Team Janet Covacevich		Revised plan adding programs, looked at data.
01/14/2016	Janet Covacevich		Presented Safety Plan to School Site Counsel to review and approval.
01/29/2016	Janet Covacevich		Presented Safety Plan to MVMS Staff for review.

Note: Plans must be adopted by the School Safety Team prior to March 1st of every year pursuant to Education Code 32286. Plans must be submitted to the Director of Student, Community & Personnel Support prior to July 1st of every year.

End of Year Evaluation

School Safety Plan 2015-2016

Priority Area	Met Y/N	Comments
<p><u>Priority One</u> By June 8, 2016, all students will improve academically and behaviorally.</p>	Y	We decreased suspension by 180 from previous school year. We decreased fights by 40 less than previous school year. We went from having over 200 8 th grade students with at least 1 F to having no F's.
<p><u>Priority Two</u> Provide educational programs and develop school protocols that address safe and healthy living.</p>	Y	This year we partnered with UCR medical school. We had UCR's Mini Medical School come to our campus and presented to students the importance of eating healthy. This year students also practiced all emergency drills on monthly bases. For example, lockdown and active shooter.
<p><u>Priority Three</u> Students and staff will be prepared to deal with any type of emergency situation.</p>	Y	Staff got intensive training this school year in regards to safety and drills and what to do in a variety of situations. Staff completed Hour Zero training. Students and staff also practice drill on a monthly basis.

Appendix

1. Sign-In Sheets from SSC and PBIS Meetings
2. Local Law Enforcement
3. Suspension/Expulsion Data
4. Attendance Rates
5. Student Attendance Review Board (SARB)
6. California Healthy Kids Survey (CHKS)
7. School Improvement Plan
8. Child Abuse Reporting Procedures
9. Safety Training Schedule
10. Earthquake
11. Fire
12. Lockdown
13. Suspension Procedures
14. Procedures to Notify Teachers of Dangerous Pupils
15. Dress Code
16. Crisis Team
17. Policy: Discrimination, Harassment, Intimidation, and Bullying
18. Procedures for Safe Environment
19. Access to School Campus
20. School-wide Expectations
21. Role of Support Personnel
22. Intervention and Prevention