

South Pekin Grade School District 137 RTO Reduction Plan Update

Oversight Team:

Seth Mingus, Superintendent/Principal
Mary Hudson, Assistant Principal
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Tara Zaayenga, Curriculum Director
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Tricia Farquhar, Special Education Teacher
Devin Richard, General Education Teacher
Sondra Huff, Paraprofessional

Meeting Date: May 23, 2024

Review of district's physical restraint, time out, and isolated time out (RTO) data related to the 2023-2024 school year: The district had 0 incidents of physical restraint, time out, or isolated time out during the 2023-2024 school year.

How the district's 2023-2024 RTO Reduction Plan supported improvements: The implementation of the district's 2023-2024 RTO Reduction Plan has resulted in 0 incidents of physical restraint, time out, or isolated timeout.

What targeted areas for RTO reduction were not as successful (if any)? All target areas were successful.

RTO Reduction Goal 1: The plan's objective shall be a 25 percent reduction in the use of physical restraint/time out/isolated time out over a 12- month period for (individual) students experiencing five-plus instances in a 30-day period.

- South Pekin Grade School has had zero students restrained 5 or more times over a 12 month period. The team will monitor restraints, and if a student is restrained more than five times in a 30 day period, the team will make an effort to reduce the number of restraints by 25% during the following 12 months.

RTO Reduction Goal 2: South Pekin Grade School will reduce the number or RTO incidents by 10%.

- South Pekin Grade School had 0 RTO incidents during the 2023-2024 school year. The school district will continue to implement the policies and procedures that contributed to this; with the goal being that this number remains 0 for the 2024-2025 school year.

RTO Reduction Goal 3: South Pekin Grade School will reduce the number of students experiencing a RTO incident by 10%.

- South Pekin Grade School had 0 students experience a RTO incident during the 2023-2024 school year. The school district will continue to implement the policies and procedures that contributed to this; with the goal being that this number remains 0 for the 2024-2025 school year.
- The RTO plan team members are as follows: Seth Mingus (Superintendent), Mary Hudson (Assistant Principal), Tracey Canete (Special Education Coordinator), Tara Zaayenga (Curriculum

Reviewed by Oversight Team May 23, 2024

South Pekin Grade School District 137 RTO Reduction Plan Update

Director), Amanda Schwartz (Social Worker), Tricia Farquhar (Special Education Teacher), Devin Richard (General Education Teacher), Sondra Huff (paraprofessional).

Details of the plan to support a vision for cultural change:

A) Explain how the entity plans to adopt and utilize positive behavioral interventions and support rather than physical restraint, time out, and isolated time out;

Action Item: South Pekin Grade School staff will utilize positive interventions and supports rather than physical restraining, time out, and isolated time out.

Steps to complete action Item: Continued use of / initial implementation:

- **PBIS Rewards and Celebrations**
- **Student of the Month/Week**
- **Use of district social groups**
 - **Lunch**
 - **Social Skill groups**
- **Elementary Social Skills Curriculum**
- **School Social Worker**
- **School Problem Solving Teams**
- **Rtl/Title I**
- **Support from TMCSEA Behavioral specialists**
- **Paraprofessional Trainings**
- **Check in Check Out**
- **Class Dojo**
- **SEL Curriculum portions**
- **Additional Strategies**
 - **Well established, structure, routines and procedures**
 - **High expectations and consistent response to student behavior**
 - **Collaborative learning**
 - **Morning meetings with classroom**
 - **Morning rituals**
 - **Identification of student potential triggers**

Timeline: Continue for the FY25 school year

Responsible Party: Building Administrators and staff

B) Identify effective ways/best practices to de-escalate situations to avoid physical restraint, time out, and isolated time out;

Action Item: South Pekin Grade School staff will utilize de-escalation techniques to avoid physical restraint, timeout, and isolated time out.

Steps to complete action Item: Training and implementation of:

- **Nonviolent Crisis Intervention (CPI)**
 - **Staff engages student with empathetic non judgmental approach**
 - **Staff will provide clear direction or instruction using structured choices and limits in a calm voice**
- **Annual Trauma Informed Care**

South Pekin Grade School District 137 RTO Reduction Plan Update

- **Verbal De Escalation Training**
- **Restorative Practices**
- **Behavior Management Practices**
- **Additional Strategies**
 - **Assess the student's basic needs**
 - **Identify triggers**
 - **Know when to switch out staff when they are emotionally charged**
 - **Offer safe place**
 - **Offer calming items and noise reduction**
 - **Model / Implement breathing techniques**

Timeline: Continue for the FY25 school year

Responsible Party: Building Administrators and staff

C) Describe how the entity will utilize crisis intervention techniques as an alternative to physical restraint, time out, and isolated time out; and

Action Item: South Pekin Grade School staff will utilize crisis intervention techniques as an alternative to physical restraint, time out, and isolated time out.

Steps to complete action Item:

- **Nonviolent Crisis Intervention (CPI)**
 - **Staff engages student with empathetic non judgmental approach**
 - **Staff will provide clear direction or instruction using structured choices and limits in a calm voice**
 - **Use strategies to maximize safety and minimize harm for all**
- **Additional Strategies**
 - **Assess the student's basic needs**
 - **Identify triggers**
 - **Know when to switch out staff when they are emotionally charged**
 - **Offer or direct to go to safe place**
 - **Offer calming items and noise reduction**
 - **Model / Implement breathing techniques**
 - **Remove other students from the classroom to maintain safety**

Timeline: Continue for the FY25 school year

Responsible Party: Building Administration and staff

D) Describe the entity's plan to utilize debriefing meetings to reassess what occurred and why it occurred and to think through ways to prevent use of intervention the next time.

Action Item: South Pekin Grade School staff will utilize debriefing meetings to review what occurred and revise staff response to prevent crisis or improve de-escalation techniques.

Steps to complete action Item:

- **Ensure that emotional and physical control is regained by student and staff**
- **Orient the team to the basic facts of the incident; review behavior documentation**

South Pekin Grade School District 137 RTO Reduction Plan Update

- **Look for patterns in student behavior and staff responses to said behavior**
- **Investigate alternatives to the behavior and strengthen staff responses**
- **Negotiate future approaches and expectations to student behavior**
- **Implement changes that improve future occurrences of behavior**
- **Give back responsibility to student while supplying support and encouragement**
- **Give support and encouragement to staff**

Timeline: Continue for the FY25 school year

Responsible Party: Building Administration and staff

E) Include action step(s) that describe procedures to ensure that appropriate school personnel are fully informed of the student's history, including any history of physical or sexual abuse, and other relevant medical mental health information. Such disclosures of student information must be consistent with federal and state laws and rules governing student confidentiality and privacy rights.

Action Item: South Pekin Grade School will ensure that appropriate school personnel will be fully informed of relevant student information while maintaining student confidentiality.

Steps to complete action Item:

- **Provide trauma, poverty, confidentiality training to staff**
- **Staff specific access to district student information system**
- **Student Support Team will keep the appropriate staff informed**
- **Case Review Team will keep the appropriate staff informed**
- **Provide relevant student health information**
- **Special Education Case Managers will provide relevant IEP information**
- **Guidance Counselor/student services director will provide relevant social emotional information**
- **Building Administration will provide relevant 504 information**
- **General Education teachers will identify/ refer concerns with At Risk students**
- **District substitutes will be provided with student specific relevant information**

Timeline: Continue for the FY25 school year

Responsible Party: Building Administration and staff

F) Identify steps to develop individualized student plans as required by PA 102-0339. Plans should be separate and apart from a student IEP or 504 Plan.

Action Item: South Pekin Grade School staff will develop individualized student plans to address needs of At Risk students.

Steps to complete action Item:

- **Student and/or staff complete universal screeners**
- **Identify students of concern and collect additional data**
- **Define / Analyze the problem based on data review**
- **Identify triggers or antecedents**
- **Brainstorm solutions**
- **Implement the plan with fidelity**
- **Evaluate progress with data**

South Pekin Grade School District 137 RTO Reduction Plan Update

Timeline: Continue for the FY25 school year

Responsible Party: Building Administration and staff

G) Describe how the information will be made available to parents for review.

Action Item: South Pekin Grade School will inform parents of the RTO reduction plan

Steps to complete action Item:

- **District website**

Timeline: Continue for the FY25 school year

Responsible Party: District Office

H) Describe a modification process (as necessary) to satisfy aforementioned goals.

Action Item: South Pekin Grade School will design a process to review and/or modify aforementioned goals.

Steps to complete action Item:

- **District RTO Oversight Team will review plan annually to assess whether changes are warranted**
- **The District RTO Oversight team will review updated disaggregated district-level RTO data to determine if the reduction goal was met**
- **Districts may consider revisions to any of the following:**
 - **School Improvement Plan**
 - **Strategic Plan**
 - **RTO Reduction Plan**
 - **Professional Development Plan**

Timeline: End of FY25 school year

Responsible Party: District RTO Oversight Team