



DISCIPLINE IMPROVEMENT PLAN TEMPLATE

(This template is an example to assist in guiding your process. The Discipline Improvement Plan may be combined with other improvement plans required under federal and state law.)

Per [105 ILCS 5/2-3.162](#) and [Public Act 098-1102](#), districts are required to submit a Discipline Improvement Plan. The Discipline Improvement Plan must be district board approved, placed on the district website, and submitted to ISBE by **June 1, 2022**.

DISCIPLINE IMPROVEMENT PLAN		
Name of School District/Charter School: West Central C.U.S.D. #235	School Year: 2022-2023	Board Approval Date(s): May 25, 2022
School District/Charter School Address: 1514 US Route 34, Biggsville, IL 61418		
Superintendent/Administrator Name: Paula Markey (2021-2022)/Stacey Day (Beginning 2022-2023)		
Discipline Improvement Plan Team		
Districts are encouraged to convene a Discipline Improvement Plan Team to address exclusionary discipline and/or racial disproportionality.		
Team Leader: <p style="text-align: center;">Paula Markey, Superintendent, markey-paula@wc235.k12.il.us</p>		
Team Members: <p style="text-align: center;">Jason Kirby, West Central High School Principal, kirby-jason@wc235.k12.il.us</p> <p style="text-align: center;">Kathy Lafary, West Central Elementary Principal, lafary-kathy@wc235.k12.il.us</p> <p style="text-align: center;">Joe Peters, West Central Middle School Principal, peters-joe@wc235.k12.il.us</p> <p style="text-align: center;">Sara Ryner, West Central Elementary Assistant Principal, ryner-sara@wc235.k12.il.us</p> <p style="text-align: center;">Joel Zaiser, West Central High School Assistant Principal, zaiser-joel@wc235.k12.il.us</p> <p style="text-align: center;">Kendrah Ruebush, School Counselor, ruebush-kendrah@wc235.k12.il.us</p> <p style="text-align: center;">Mallory Nelson, School Psychologist, nelson-mallory@wc235.k12.il.us</p>		

Recommended Steps to Consider when Creating the Discipline Improvement Plan

1-Review of discipline data:

Please [click here](#) to find district data on the ISBE webpage. Districts/Charter Schools may also consider any other local data when creating their plan.

2-Data Analysis and Identified Trends:

Current analysis of data shows elementary suspensions much lower than middle school and high school. According to our local data, many students are repeat offenders and account for a majority of our OSSs. While the number of OSSs have decreased and our rate has decreased in the last two years, our enrollment has also decreased. We will focus our action plan steps on improving middle school and high school suspension numbers.

District staff will continue to disaggregate behavior and discipline data by student, gender, race, teacher, location of incident, time of incident, etc. and analyze this data more in-depth to assess other trends in the data.

3-Potential Action Plan to Reduce the Use of Exclusionary Discipline and/or Racial Disproportionality:

West Central will strive to implement a more proactive rather than reactive approach to change behavior with the hope of lowering discipline referrals. The following steps will be taken to achieve that proactive approach.

- 1) Implement a tiered behavior intervention program at West Central Middle School and West Central High School.
- 2) Increase the use of before school and after school detentions rather than OSS.
- 3) Utilize In-School Suspensions (ISS) more rather than Out of School Suspensions (OSS)
- 4) West Central Elementary will continue to use Behavior Reflection Sheets as well as the Teacher Assistance Team (TAT) for identifying student needs, problem solving, and determining tiered interventions.
- 5) District staff will participate in the state-wide SEL Hub.
- 6) District staff will continue to receive training on Restorative Practices.
- 7) District administration will collaborate with and visit other districts with similar demographics and lower exclusionary rates to learn additional strategies.
- 8) District will explore a partnership with Loyola University to learn more about and implement a layered support system.
- 9) The following is a goal in our School Improvement Plan for West Central Middle School and will be used as the West Central Middle School Action Plan and modeled at West Central High School as appropriate.

Improvement Goal 1:

Increase support systems for students and staff with social/emotional and mental health issues.

Current Conditions and Data Sources:

According to student/staff surveys, office referrals, and special services data, there is a continued need to increase support for students and staff with social/emotional and mental health issues.

Specific Action:

We will increase the resources related to social/emotional needs for both our staff and students.

Specific Step	Timeline	Person/Group Responsible	Estimated Cost & Funding Source	Evaluation/ Evidence of Implementation
Continue to utilize Second Step as a Tier I intervention for all students and staff to incorporate a uniform (by grade level) curriculum to address social/emotional needs.	August 2022- May 2023	PBIS Team	none	Evidence of Lesson Completion (by unit/lesson)
Track lost class time due to behavior/social emotional needs to develop a baseline.	August 2022- May 2023	Administrative, MTSS Team, Special Services, Student Support Specialist	none	Google Form Document
Create small group sessions for social/emotional support as a Tier II intervention for targeted students.	August 2022 - May 2023	Special Services, MTSS Team, Social Worker/School Psychologist	none	MTSS Meeting Notes
Implement Functional Behavioral Assessment for Tier III students.	August 2022- May 2023	Administration, Student Support Specialist, Grade Level Teams, Social Worker, Parent	None	Individual FBA
Utilize Team Time (at least one day/week) to talk with individual/small group of students (Tier II and III).	August 2022 - May 2023	Administrative Team/Staff/Social Worker	none	Teaming Notes
Continue to increase the utilization of the referral system for social work.	August 2022 - May 2023	Administrative Team/Staff/Social Worker	none	Social Worker minutes with students
Provide additional professional development for staff related to social/emotional support/wellness activities.	August 2022 - May 2023	Administrative/SIP/ Professional Development Teams	TBD	PD Agendas and Handouts
Online resources for common social-emotional factors that affect middle school students.	August 2022- August 2023	Administration/Amy Olson/PBIS Team/Social Worker/School Psychologist	none	Resource Link
Create/utilize a monthly SEL survey for students and staff.	August 2022 - May 2023	SIP Team/Social Worker/Counselor	none	SEL Survey Results
Increase social worker/counselor participation within classroom activities.	August 2022 - May 2023	Social Worker/Counselor	none	Social Worker/Counselor log; schedule

