

# PCI ACTION PLAN

## FORM 4 – 2

Due annually October 31st to the Department of School Administration and  
a copy to the Department of Curriculum & Instruction



**DEPARTMENT OF SCHOOL  
ADMINISTRATION**

*VBCPS Plan for Continuous Improvement*

Sheet # **1** of **2** **School:** Seatack Elementary School

**DATE:**  
**10/31/07**

**SOA Alignment:** Drop-out Rate, Staff Development, Student/Staff Attendance

**School Division Goal:** Safe Schools and Effective; Well Disciplined Environment; Quality Work Force: Trained and Accountable for Performance; Recognition of Our Diversity – Respect for All people

**School / Office / Department Measurable Objective:** Reduce the number of unduplicated referrals by 5% for the 2007 – 2008 school year.

**Focus:** Unduplicated referrals

### PLAN

Strategies/Procedures <small>(Describe briefly what will be done to accomplish the goal.)</small>	Point Person or Action Team	Critical Resources Needed <small>(What material needs, staff development, and resources will be needed to carry out the plan?)</small>	Assessment <small>(How will progress be measured?)</small>	Targets / Projections
<ol style="list-style-type: none"> <li>1. Counsel individual students who have had more than one referral per month</li> <li>2. Provide an overview of the Conscious Discipline ideology to the staff</li> <li>3. Review referral trends quarterly</li> </ol>	Discipline Action Team <ul style="list-style-type: none"> <li>• Erin Berens</li> <li>• Andrea Jackson</li> <li>• Frances Coffin</li> <li>• Maggie Smith</li> <li>• Sheila Wilson</li> <li>• Matthew Davenport</li> <li>• Margaret Smith</li> <li>• Coleen Bowles</li> <li>• Wanda Stephens</li> <li>• Patricia Hill</li> </ul>	<ul style="list-style-type: none"> <li>• Staff Development</li> <li>• Conscious Discipline facilitator</li> <li>• <u>Conscious Discipline</u> by Dr. Becky A. Bailey</li> </ul>	<ol style="list-style-type: none"> <li>1. Discipline Utility Report</li> <li>2. 2 hour overview on staff work day – Oct. 2, 2007</li> <li>3. Discipline Utility Report</li> </ol>	<ol style="list-style-type: none"> <li>1. Less than three repeat offenders per month</li> <li>2. 100% participation</li> <li>3. Referral rate not to exceed membership</li> </ol>

### DO

**Start Date:**  
**9/18/07**

Review Cycle:    Weekly    Bi-weekly    Monthly    Bi-monthly    Quarterly    Semi-annually

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**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
AHEAD OF THE CURVE

School: \_\_\_\_\_ Action Team: \_\_\_\_\_

CHECK Resulting Data School:	ACT Adjustments or Improvements

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