

YELLEN LEARNING CENTER

LEVEL SYSTEM, CALMING ROOM PROTOCOLS,
AND DISCIPLINE

7/2019



POINT SHEETS

- Each student has their own weekly point sheet that is maintained by classroom staff and never by the student.
- The day is broken down into 10 reinforcement periods that are approximately 35 minutes long.
- There are three universal target behavior point sheet goals that every student works on which include:
 - Staying on Task
 - Speaking Appropriately
 - Following Directions
- There are also two individualized target behavior point sheet goals that are specifically designed to improve the student's problematic classroom behaviors. These can be developed with the student, the classroom staff, the school psychologist, the principal, and/or the therapist. These two goals can change as needed.
- Students can earn between 0–2 points per period for each behavioral goal where 0 represents not meeting the goal, 1 represents partially meeting the goal, and 2 represents meeting the goal.
- Classroom staff are responsible to record the points at the end of every reinforcement period.
 - It is most beneficial if every reinforcement period students help staff identify what they earned for that period so that they learn what behaviors are holding them back or moving them forward.
 - i.e. “Johnny what do you think you earned for staying on task?”

ACCUMULATION OF POINTS

- All students can EARN two points for each of the three classroom point sheet goals and two individualized target behavioral point sheet goals.
- There are ten periods in the day allowing the student to earn 100 total points per day.
- The student's end of the day total will then be multiplied as followed:
 - Students on Level 1 or 0 will be multiplied by 1
 - Students on Level 2 will be multiplied by 2
 - Students on Level 3 will be multiplied by 3
 - Students on Level 4 will be multiplied by 4
- Students may earn bonus points for exemplary or extraordinary behaviors (i.e. walking away from a confrontation).
 - Maximum amount of Bonus Points that can be earned is **500 points per day**.
 - The student's bonus points are computed into the daily totals and therefore should NOT be multiplied.
- The total amount of points at the end of the day may be spent in the classroom/school wide store. If not spent, their points can be accumulated.

LEVELS

- There are 5 Levels in the Level System.
 - Level 4 → Highest Level
 - Level 3
 - Level 2
 - Level 1
 - Level 0 → Lowest Level

LEVEL ADVANCEMENT

- Students enter into the program on Level 4.
- In order for the student to remain on Level 4 they must earn, at minimum, an average of 90% of the possible points for the past five consecutive school days.
 - If they do not earn an average of 90% for the week they then go back to Level 3 or 2 depending on the percentage.
 - Earning an average of 80–89% for the week is a drop to Level 3.
 - Earning an average of 79% or less for the week is a drop to Level 2.
- When students go from Level 4 to Level 3 for not earning an average of 90% or higher they can return to Level 4 if they can earn an average of 90% or higher in the **very next five consecutive school days**.
- If the student does not earn an average of 90% then they will need to earn an average of 80% for **10 consecutive school days** on Level 3 before moving back up to Level 4.
- If the student drops to level 2: as soon as the student earns, at minimum, an average of 80% of the possible behavior points over **five consecutive school days** they move up to Level 3.
- In order for the student to stay on Level 3 the student must earn, at minimum, an average of 80% of the possible points for the past five consecutive school days.
 - If they fail to earn a minimum of 80%, they then return to level 2 and start the process over.
 - When students go from Level 3 to Level 2 for not earning an average of 80% or higher they can return to Level 3 if they can earn an average of 80% or higher in the **very next five consecutive school days**.
- When on Level 3, if the student earns, at minimum, an average of 80% of the possible points for **10 consecutive school days** they then move up to Level 4.

LEVEL ADVANCEMENT

- ▶ When students earn a Level 0 Drop they can advance to Level 2 when:
 - They earn a minimum of 80% weekly point average for 48 hours OR complete 72 hours on Level 0
- ▶ When students earn a Level 1 drop they can advance to Level 2 when:
 - They earn a minimum of 80% weekly point average for 24 hours OR complete 48 hours on Level 1

REWARDS FOR APPROPRIATE BEHAVIORS

- Level 2
 - Points multiplied by 2
 - Play during recess and lunch
- Level 3
 - Points multiplied by 3
 - Classroom/School Wide Store
 - Play during recess and lunch
- Level 4
 - Points multiplied by 4
 - Classroom/School Wide Store
 - Level Party
 - Activity Room
 - Wednesday Social
 - Level Field Trip
 - Play during recess and lunch
- Classroom/School Wide Store
 - Monday through Thursday→ Class Store
 - Thursday→ School Wide Store
 - Students on Level 3 through 4 are able to spend the points they have earned and may purchase items according to what level they are on.
 - Students may save their points and if they choose to do so, they will receive 100 bonus points.
 - Exceptions: Level 1 and 0

REWARDS FOR APPROPRIATE BEHAVIORS

- Level Party
 - Every Friday students on Level 4, who earn an average percentage of 90% and above on the past five consecutive school days, earn the privilege to participate in the Level Party which may be food, an activity, or a movie
- Wednesday Social
 - Every Wednesday students on Level 4 earn the privilege to participate in a weekly social event in which peers come together for a fun social gathering.
- Activity Room
 - On Tuesday and Thursday Level 4 students may participate in the Activity Room for the last hour of the school day for approximately 15 minutes at teacher's discretion.
 - In the Activity Room students are able to play games or have a little Rest and Relaxation (R&R).
 - While in the Activity Room students must demonstrate Level 4 behavior or they may lose that privilege for that day and/or the next.
- Level Field Trips
 - Students on Level 4, who earn an average percentage of 90% and above on the past five consecutive school days, earn the privilege to attend a monthly Level Field Trip.
 - Students on the Level Field Trip MUST demonstrate Level 4 behavior.

ABSENCES (EXCUSED / UNEXCUSED)

- When a student's absence is unexcused they will fail to earn any points on that day ("zeroed out") and it will count towards their total percentage.
 - *Absences are unexcused unless parent calls and/or writes a note excusing the absence for an excusable reason.*
- When a student's absence is excused then they will neither earn nor fail to earn any points that day, however they will maintain their current level.
 - Hospitalizations are considered an excused absence

LEVEL DROPS

LEVEL 1 DROPS:

- Horseplay, intentional touching
- Refusing to leave a class (when asked)
- Interfering with Interventions
- Playing with classroom phone or Radio
- Throwing objects
- Physical Threats
- Out of Area
- Sexual Harassment
- Prejudicial Remarks
- Verbal Threats and/or Aggressive Profanity towards staff or peers
- Bullying → Purposefully trying to hurt others by:
 - Making them feel uncomfortable, name calling, and spreading nasty rumors

LEVEL 0 DROPS

- AWOL → off school property
- Physical Aggression
- Serious Property Destruction
- Stealing
- Throwing Objects at a person
- Bringing a Weapon/Drugs to school

LEVEL DROPS (cont..)

- Before a level drop can be considered, the student **MUST** receive a verbal warning from staff, with the exception of serious infractions.
 - i.e. “Johnny, horseplay can result in a level drop. If you continue this behavior you may be dropped to level 1”.
- However, if a student engages in any of the level 0 drop offenses, a verbal warning is not needed to consider a level drop.
- If the student stops the Level 1 inappropriate behavior then there is no need for a level drop.
- If the student continues the Level 1 inappropriate behavior then there is a need for a level drop consultation.
 - The decision to drop a student to Level 0 or Level 1 is a **TEAM** decision and is never made by one person. The drops should always be signed off by either the principal or school psychologist.
 - Level Drops should be made in a timely manner (within 24 hours of behavioral event).
- **BUS Behavior**→ a student’s inappropriate behavior on the bus is subject to a level 1 or 0 drop depending on the behavior as long as staff finds out within **3 days** of the offense.
 - Staff can find out by talking to the bus driver, bus aide, or receiving a bus ticket. Either way is sufficient.

LEVEL DROPS (cont..)

- Students at Level 1 stay there for 48 hours from the time of the incident.
 - i.e. 10:00 AM on Monday to 10:00 AM on Wednesday
- Students at Level 0 stay there for 72 hours from the time of the incident.
 - i.e. 10:00 AM on Monday to 10:00 AM on Thursday
- Students coming off Level 0 or Level 1 start back on Level 2 no matter what Level they were dropped from.
- To encourage positive behavior, students dropped to Level 1 or 0 may earn time off for good behavior.
 - Students on Level 1 who earn an average of 80% of the points in the first 24 hours may move up to level 2 without waiting for the second day.
 - Students on Level 0 who earn an average of 80% of the points in the first 48 hours may move up to Level 2 without waiting for the third day.
 - If while on Level 1 or 0 students engage in another Level 1 or 0 behavior, the two or three day drop begins again when they engage in the new behavior.
 - Additional days are **NOT** added to the end of the original level 0 or level 1.
 - i.e. If the student was dropped to level 1 or 0 and has already served 24 hours and then gets dropped again, their 48 or 72 hours starts over.

SUSPENSION

- In some cases when a student engages in a level 0 behavior, a suspension may be an appropriate consequence in addition to a level drop.
 - When a student returns from any suspension they come back on Level 1, regardless of what their level was previously.
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