

Monte Vista Elementary School

Comprehensive School Safety Plan

Effective Dates 2018-2019

**Monte Vista Elementary School
School/Site**

**Kristina Arcuri
Principal/Administrator**

Plan Developed By	Title
Kristina Arcuri	Principal
Samantha Foster	Parent
Cassandra Wilcox	Teacher
Shawne Kearney	Assistant Principal
Joan Newcomb	Teacher

Cotati-Rohnert Park Unified School District

Comprehensive School Safety Plan

**Monte Vista Elementary School
School/Site**

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Philosophy, Goals, Objectives and Comprehensive Plans: BP0450 / AR0450

Safety: BP5142 / AR5142

<http://www.gamutonline.net/district/cotatirohrnertpark/DisplayPolicy/756926/5>

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**Comprehensive School Safety Plan
2018-2019
Committee Members**

**Monte Vista Elementary School
School/Site**

School Site Council or Delegated School Safety Planning Committee Members		Principal or designee	Classified Employee	Teacher Rep. of Cert. Employees	Parent	Law Enforcement	Other School Staff	Community Representative	Student	Other (specify)
(A)		(B)	(C)	(D)	(E)	(F)	(G*)	(H*)	(I*)	(J*)
1.	Kristina Arcuri	X								
2.	Samantha Foster				X					
3.	Joan Newcomb			X						
4.	Jean Maybury		X							
5.	Cassandra Wilcox			X						
6.	Shawne Kearney			X						
7.	Miguel Salazar							X		
8.										
9.										
10.										
11.										
12.										
13.										
14.										
15.										

School Vision Statement

Monte Vista is a TK-5 school with a population of approximately 490 students located in the southern part of the Cotati-Rohnert Park Unified School District. Monte Vista offers a curriculum based in the Common Core State Standards that offers students meaningful, connected learning experiences. Behavioral expectations are based on school-wide adopted life skills. Students are encouraged to use their life skills through weekly assemblies which focus on honoring positive student behavior. School-wide procedures and routines provide a safe and ordered learning environment. Teachers regularly assess student academic performance in a variety of ways and use this data to plan instruction designed to meet student needs. They work together in professional learning communities, within and across grade levels, to build a coherent instructional program. Monte Vista provides an early intervention program, grounded in the Response to Intervention model and designed to support all levels of students learning. Monte Vista is proud of its supportive and active parent and family community as well as its many relationship with outside community stakeholders including Sonoma State University.

**Comprehensive School Safety Plan
2018-2019
Data Analysis**

**Monte Vista Elementary School
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Conclusions from Data:

We had fewer suspensions and truancy problems last year based on A2A tracking system as compared to the year before. 85% of our students indicated that they feel safe at school based upon California Healthy Kids Survey.

Conclusions from Parent, Teacher and Student Input:

Continue to engage in a proactive social/emotional curriculum to help support appropriate student behavior. We are using PBIS strategies to create a positive school culture. We have a better systems for tracking and intervening when truancy begins. There is strong follow-up by the school staff when truancy problems arise. The Safe Routes to School program supports students with traveling to and from school safely. The students feel safe at school and want to come to school based on the California Healthy Kids Survey and 78% feel that they are treated fairly and with respect. We have strong academic instructional program and the Implementation of CCSS. We have an active and involved parent community.

Other

**Comprehensive School Safety Plan
2018-2019
Data Analysis (Continued)**

Monte Vista Elementary School
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List Data Sources Reviewed and How the Data Determined the Goals: surveys, focus groups, discipline, and attendance.

CAASPP Test Results
Attendance Records
Office Referrals
Discipline Records
Demographic Data
Discussions with parent organizations
Parent Survey

Areas of Pride and Strength (include school programs and practices that promote a positive learning environment).

Increasing student achievement
Parent and community support
Skilled and caring staff
Orderly and safe environment
Minimal vandalism and violent behavior
Attendance and discipline policies
Strong district support for site goals
Academic, social, and emotional support programs
Cross grade level teams
Kindergarten Music
3rd-5th Music/Band
After school coding class
Assemblies honoring LifeSkills and our four agreements of Being Safe, Being Kind, Being Respectful, and Being Reponsible
Student Builder Awards
Peacemaker Award
Data Team Meetings /Student Achievement Focus

Areas we wish to Change:

- I. Increase student achievement TK-5
- II. Increase diversity and disability awareness
- III. Continue to decrease the amount of student absences and tardies
- IV. Decrease in undesirable behavior, increase positive peer relationships
- V. Increase community involvement

**Comprehensive School Safety Plan
2018-2019
Goals, Strategies and Activities**

For

**Ensuring A Safe And Orderly Environment –
Component I
People and Programs - Supports and Engagement
Violence, Victimization & Substance Use**

Monte Vista Elementary School
School/Site

Component I: The Social Climate	
Goal #1 Our school is a place where students and staff demonstrate respect for each other and value attendance and participation in school activities.	
Measurable Objective: By June 2019, (% or #) will a. office referrals for aggressive or disrespectful behavior will decrease by 5% by implementation of PBIS strategies, PBIS referrals, 4 agreements, and tracking data by Assistant Principal and Principal. b. school absences will decrease by 2% based on A2A data. Our current chronic absenteeism is 7.6% based on the California Schools Dashboard.	
Action Steps	
1.0	<p>Playground Supervision</p> <p>a. ongoing training of noon supervisors in PBIS</p> <p>a. b. frequent and clear communication and consistent enforcement of school rules</p> <p>c. structured playground activities</p> <p>d. adequate and effective supervision at all times</p> <p>Frequent and clear communication and consistent enforcement of school rules.</p> <p>b. Communicate the importance of attending school using a variety of tools: Powerschool messages and notifications, school newsletter, Back-to-School Night, School Site Council, ELAC, PTA, Website, and parent conferences</p>

<p>2.0</p>	<p>Bullying - All staff and students will understand the district's non-discrimination policy and know how to report complaints and issues of bullying, harassment and other offenses (BP 0410, BP 5145.3, www.crpUSD.org)</p> <p>a. Train staff on awareness, use of effective strategies, and provide education on roles and responsibilities to prevent bullying</p> <p>b. Implement an Anti-Bullying program for staff, students and parents</p> <p>a. c. Teachers and Counselor provide Toolbox embedded into the curriculum</p> <p>d. PBIS Agreements and Peace Maker assemblies</p> <p>e. Hero awards (upstander award)</p> <p>f. The site strives to provide a safe school environment for all students. Any unlawful discrimination, harassment, intimidation, and bullying of any student is prohibited (BP 5131.2 BP 1312.3, AR 1312.3)</p> <p>Follow up on attendance problems using the district and school policies and procedures</p> <p>a. Parent contact for each absence</p> <p>b. Parent conference for truancy situations</p> <p>c. SART/SARB</p> <p>b. d. Consequences for tardiness</p> <p>e. Student study teams to address attendance issues</p> <p>f. Attendance reported on report cards</p>
<p>3.0</p>	<p>Communication of Policies</p> <p>a. Publish school rules, policies, procedures and expectations for behavior in a student handbook</p> <p>b. Post Life Skills around the school and in classrooms</p> <p>c. Use Life Skills to identify desirable behaviors</p> <p>a. d. Recognize students publicly and frequently for positive behavior-celebrate at assemblies and newspaper publication of awards</p> <p>e. Identify school leaders and promote school pride at school wide assemblies</p> <p>Educate parents on the importance of school attendance</p> <p>a. Publish facts about the effect of absence on learning and its fiscal impact</p> <p>b. Help parents find community resources that will provide parenting support</p> <p>c. Encourage parents to schedule doctor and dentist appointments outside of school hours as much as possible</p> <p>b. d. Educate parents regarding Independent Studies</p> <p>e. Review attendance policy at ELAC meetings</p>
<p>4.0</p>	<p>a. The site maintains that appropriate attire and grooming is necessary for a productive learning environment. Students are prohibited from wearing gang related apparel (BP 5132).</p>
<p>5.0</p>	<p>a. All staff are mandated reporters trained annually regarding child abuse reporting procedures (BP 5141.4)</p>
<p>6.0</p>	<p>a. The school site follows district suspension/expulsion policies and procedures (BP 5144.1, AR 5144.1, AR 5144.2)</p> <p>b. The school uses two way radios for communication</p>
<p>7.0</p>	<p>a. Teachers will be informed of each pupil who has engaged in any of the acts described in Ed Code 48900, except subdivision (h) or in sections 48900.2 sexual harassment, 48900.3 hate violence, 48900.4 harassment, threats, or intimidation, or 48900.7 terroristic threats against school officials, school property or both (BP 4112.9, BP 4212.9, EC 49079)</p>

**Comprehensive School Safety Plan
2018-2019
Component I**

**People And Programs - Supports and Engagement
Violence, Victimization & Substance Use, Continued**

Monte Vista Elementary School
School/Site

Who will take the lead	Principal, staff, parents, and students
Completion Date and Budget	June 2019, ongoing
Resources Needed	District and site funds, professional development
How we will Monitor and evaluate	Observation, reduction in incidences of undesired behaviors, office referrals, parent survey results, and absences

**Comprehensive School Safety Plan
2018-2019**

**Ensuring A Safe And Orderly Environment
Component II – Place**

**Monte Vista Elementary School
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Component 2: Physical Environment	
Goal #1 Our school has a physical environment that promotes pride in our school, respect for school property, school safety and student well-being.	
Measurable Objective: By June 2019, (% or #) will The campus will be a clean, physically safe, and comfortable place to be with 5% reduction in the number of accidents and unsafe incidents based on our School Accountability Report Card and the log of maintenance/incident reports at school.	
Action Steps	
1.0	<p>Pick-up and Drop-off times</p> <ul style="list-style-type: none"> a. Develop pick-up/drop-off procedures in school parking lot that promote efficiency and safety to share with teachers and parents b. Enforce safe traffic flow and the following of posted procedures in the school parking lot. c. Communicate to parents the importance of following parking lot procedures, including throughout the year via letter and newsletters d. Provide supervision with staff wearing safety vests e. Provide stop signs
2.0	<p>Classrooms will provide a safe environment for student movement</p> <ul style="list-style-type: none"> a. Backpacks and other items that may cause tripping should be placed in a safe area b. Rooms are organized to welcome an easy traffic flow c. Desks and chairs will be at an appropriate height for each student d. Rooms will be equipped with emergency backpacks and emergency response information will be posted. <p>b. Monitor entry and exit points before and after school to ensure student safety from danger or harassment - staff and parent supervision daily</p>
3.0	<p>Repairs will be made immediately if the condition creates an unsafe environment</p> <ul style="list-style-type: none"> a. carpeting b. loose trim c. wet floors d. sharp or unsecured heavy objects <p>b. Provide visitor passes and engage everyone in monitoring of unknown people on campus</p>
4.0	<p>Litter will be kept to a minimum</p> <ul style="list-style-type: none"> a. Students will be responsible for cleaning up after themselves and each other b. Noon supervisors will monitor student clean-up at lunch c. Custodial staff will monitor for excess litter <p>b. Remove graffiti and repair vandalism immediately</p>

5.0	<p>Bathrooms will be kept in clean and in good working order</p> <ul style="list-style-type: none"> a. Students will be closely monitored to prevent vandalism and unsafe activities in restrooms b Drinking fountains will be in good working condition and clean and free of debris
6.0	<ul style="list-style-type: none"> a. Provide and maintain adequate outdoor lighting b. Provide two way radios to custodians, office staff and campus supervisors.
7.0	<p>Routine and Emergency Disaster Procedures</p> <ul style="list-style-type: none"> a. The staff reviews and practices the emergency procedure plan. An earthquake emergency procedure system is in place in accordance with Education Code 32282 b. Student lanyards are used to support student accounting and check out in emergencies c. A plan is in place to allow the American Red Cross to use the site for shelter in a disaster. This plan is coordinated through the district office d. Monthly fire and safety drills are practiced e. Active shooter trainings and drills are practiced with staff. f. Fire extinguishers are checked annually g. All classrooms are supplied with an emergency backpack in case of an emergency
8.0	<ul style="list-style-type: none"> a. The site maintains a safe and orderly environment conducive to learning at the school and follows district rules and procedures on school discipline (BP 5144, AR 5144)

**Comprehensive School Safety Plan
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**Component II
Place, Continued**

Monte Vista Elementary School
School/Site

Who will take the lead	Principal, district maintenance department, community, custodians, staff, parents, and students
Completion Date and Budget	June 2019, ongoing
Resources Needed	District and site funds, volunteers
How we will Monitor and evaluate	Observation of school site; Completion of work orders; vandalism reports; improved appearance of school site

**Comprehensive School Safety Plan
2018-2019**

Communication of the Plan

Monte Vista Elementary School
School/Site

Review of Progress for Last Year	Name:	Kristina Arcuri	Date:	12/6/18
Site Council Approval	Name:	Samantha Foster	Date:	12/6/18
District Approval	Name:	Tony Roehrick, Superintendent	Date:	02/28/19

**Comprehensive School Safety Plan
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Evaluation of Plan

Monte Vista Elementary School
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How was the previous plan monitored?

Data review at the school level (discipline, attendance, and parent survey, etc.)

What progress was made on Component 1 (People and Programs)?

Families were involved in school events, as classroom volunteers, and invited to parent organization meetings. School attendance reminders have been sent to families, School-wide assemblies focus on PBIS agreements of being safe, being kind, being respectful and being responsible: include a Hero Award for students caught being upstandars. Inquiry team was developed to focus on increasing student achievement.

What progress was made on Component 2? (Place / Physical Environment)

The Monte Vista campus continues to be well-maintained. There were very few accidents and incidents of injury.