



**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: Proviso Township High Schools District 209	School Year: 2022 - 2023	Board Approval Date(s): July 12, 2022
School District/Charter School Address: 8601 Roosevelt Road Forest Park, IL 60130		
Superintendent/Administrator Name: James L. Henderson, Ed. D., Superintendent of Schools		
<b>Discipline Improvement Plan Team</b>		
Districts are encouraged to convene a Discipline Improvement Plan Team to address exclusionary discipline and/or racial disproportionality.		
<b>Team Leader:</b> <p style="text-align: center;"><b>Sharon Williams, Ed. D., Deputy Superintendent of Schools</b> <a href="mailto:sharonwilliams@pths.org">sharonwilliams@pths.org</a> (name, position/title, email address)</p>		
<b>Team Members:</b> <p style="text-align: center;"><b>Delphra Stowers, Coordinator of Counseling and CCR</b> <a href="mailto:dstowers@pths209.org">dstowers@pths209.org</a></p> <p style="text-align: center;"><b>Dr. Debra D. Thomas, MTSS Coordinator</b> <a href="mailto:dthomas@pths209.org">dthomas@pths209.org</a></p> <p style="text-align: center;"><b>Ernesto Saldviar, Jr. Coordinator of EL and Equity</b> <a href="mailto:esaldivar@pths209.org">esaldivar@pths209.org</a></p> <p style="text-align: center;"><b>Ms. Ramonda Fleming, Coordinator of</b> <a href="mailto:rfleming@pths209.org">rfleming@pths209.org</a></p> <p style="text-align: center;"><b>Mr. Rodney Hull, Principal</b> <a href="mailto:rhull@pths209.org">rhull@pths209.org</a></p> <p style="text-align: center;"><b>Jaime Jaramillo , Grade Level Principal</b> <a href="mailto:jjaramillo@pths209.org">jjaramillo@pths209.org</a></p> <p style="text-align: center;"><b>Alex Aschoff, Coordinator of Data</b> <a href="mailto:aaschoff@pths209.org">aaschoff@pths209.org</a></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:

The team summarized student behavior data provided in the tables below.

- An incident is classified as a student misbehavior.
- An action is the consequence that was given to the student as a result of the incident.
- Data was analyzed with one row for each action. Multi-student incidents and incidents with multiple actions are counted more than once. Data was analyzed to aggregate incident data by action.
- The top 5 incidents as a district were listed. The category "Other" is a combination of all other possible incidents.
- The top 5 actions as a district were listed. The category "Other" is a combination of all other possible actions.
- An action was consistently given for each incident, for each school.
- Total amount of incidents/actions decreased from 6,209 to 2,459 in SY19-20 to SY21-22, which is a decrease of 60.4%.
- East and West number of fights increased from 242 to 420 in SY19-20 to SY21-22, which is an increase of 73.6%.
- All other listed incidents other than fighting decreased from 5,947 to 2,324 in SY19-20 to SY21-22, which is a 60.9% decrease.
- The number of Out-of-School suspensions given as a result of an incident increased across the district from 309 to 743 in SY19-20 to SY21-22, which is a 140.5% increase.
- Proviso East and West increased their use of restorative conferences as an action from 240 to 354 in SY19-20 to SY21-22, which is a 47.5% increase.

	Fighting	Class Cut	Drug Use/Possession	Insubordination	Disruptive Behavior	Other
<b>East</b>						
2019-2020						
Count of Incidents	70	77	32	65	119	413
Percent of Incidents out of 776	9.0%	9.9%	4.1%	8.4%	15.3%	53.2%
2020-2021						
Count of Incidents	n/a	n/a	5	n/a	12	43
Percent of Incidents out of 60	n/a	n/a	8.3%	n/a	20.0%	71.2%
2021-2022						
Count of Incidents	206	75	74	39	85	479
Percent of Incidents out of 663	31.1%	11.3%	11.2%	5.9%	12.8%	72.2%
<b>West</b>						
2019-2020						
Count of Incidents	172	1,619	168	387	415	1,890
Percent of Incidents out of 4,651	3.7%	34.8%	3.6%	8.3%	8.9%	40.6%

2020-2021													
Count of Incidents	n/a	45	n/a	n/a	6	29							
Percent of Incidents out of 80	n/a	56.3%	n/a	n/a	7.5%	36.3%							
2021-2022													
Count of Incidents	214	257	51	192	114	832							
Percent of Incidents out of 1,660	12.9%	15.5%	3.1%	11.6%	6.9%	50.1%							
<b>PMSA</b>													
2019-2020													
Count of Incidents	20	92	5	105	224	336							
Percent of Incidents out of 782	2.6%	11.8%	0.6%	13.4%	28.6%	43.0%							
2020-2021													
Count of Incidents	n/a	n/a	n/a	n/a	n/a	2							
Percent of Incidents out of 2	n/a	n/a	n/a	n/a	n/a	100.0%							
2021-2022													
Count of Incidents	10	35	2	2	10	77							
Percent of Incidents out of 136	7.4%	25.7%	1.5%	1.5%	7.4%	56.6%							
<table border="0" style="width:100%; text-align:center;"> <tr> <td><b>Out-of-School Suspension</b></td> <td><b>Restorative Conference</b></td> <td><b>Parent Phone Conference</b></td> <td><b>Detention</b></td> <td><b>Parent Meeting</b></td> <td><b>Other</b></td> <td></td> </tr> </table>							<b>Out-of-School Suspension</b>	<b>Restorative Conference</b>	<b>Parent Phone Conference</b>	<b>Detention</b>	<b>Parent Meeting</b>	<b>Other</b>	
<b>Out-of-School Suspension</b>	<b>Restorative Conference</b>	<b>Parent Phone Conference</b>	<b>Detention</b>	<b>Parent Meeting</b>	<b>Other</b>								
<b>East</b>													
2019-2020													
Count of Actions	68	37	78	22	104	467							
Percent of Actions out of 776	8.8%	4.8%	10.1%	2.8%	13.4%	60.2%							
2020-2021													
Count of Actions	1	5	5	n/a	22	27							
Percent of Actions out of 60	1.7%	8.3%	8.3%	n/a	36.7%	45.0%							
2021-2022													
Count of Actions	323	58	41	n/a	17	224							
Percent of Actions out of 663	48.7%	8.7%	6.2%	n/a	2.6%	33.8%							
<b>West</b>													
2019-2020													
Count of Actions	229	203	659	825	73	2,662							

Percent of Actions out of 4,651	4.9%	4.4%	14.2%	17.7%	1.6%	57.2%
2020-2021						
Count of Actions	n/a	n/a	6	n/a	1	73
Percent of Actions out of 80	n/a	n/a	7.5%	n/a	1.3%	91.3%
2021-2022						
Count of Actions	401	296	190	150	66	557
Percent of Actions out of 1,660	24.2%	17.8%	11.4%	9.0%	4.0%	33.6%
<b>PMSA</b>						
2019-2020						
Count of Actions	12	11	78	41	25	615
Percent of Actions out of 782	1.5%	1.4%	10.0%	5.2%	3.2%	78.6%
2020-2021						
Count of Actions	n/a	1	1	n/a	n/a	0
Percent of Actions out of 2	n/a	50.0%	50.0%	n/a	n/a	0
2021-2022						
Count of Actions	19	5	n/a	97	1	14
Percent of Actions out of 136	14.0%	3.7%	n/a	71.3%	0.7%	10.3%

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

Goal	Strategy	Responsible Parties	Action Steps
The PTHS District 209 will create a Students Rights and Responsibilities Handbook.	PTHS District 209 will amend, revise, and develop a "Students' Rights and Responsibilities Handbook," that will include the school code of student conduct with guidelines for faculty, staff, students, and the community.	Lead: Dr. Sharon Williams, Deputy Superintendent of Schools	<p>Revise current code of conduct to include in the Students' Rights and Responsibilities Handbook.</p> <p>Develop a professional development guide for teachers and staff.</p> <p>Develop informational meeting timelines for students and families.</p>
Students, families, staff, and leaders will have access to real-time data on student behavior and discipline.	Develop an Early Warning System.	Lead: Alex Aschoff, Coordinator of Data	<p>Purchase and implement the appropriate add-on to the Student Information System (SIS) to develop an EWS.</p> <p>Develop and implement a professional development guide for staff and leaders.</p>
Increase positive behaviors of students.	Each school will develop a schoolwide behavior plan.	Lead: Dr. Sharon Williams, Deputy Superintendent of Schools	<p>Create a schoolwide behavior plan template.</p> <p>Develop and implement a professional development guide for school leaders.</p> <p>Develop and measure benchmarks for positive behavior.</p>
Improve teacher – student relationships through changes in disciplinary mindsets.	Participate in the Illinois Partnership for Disciplinary Equity.	Lead: Dr. Debra D. Thomas, Coordinator of MTSS	<p>Enroll teachers in the "Empathic Instruction, Mindset Science Solutions" professional development.</p> <p>Enroll teachers in "The Night Before Simulation Training, UIS" professional development.</p>
Increase students', teachers' and leaders' competencies on the CASEL five competencies of Social Emotional Learning.	Utilize ReThink Ed curriculum in classrooms, small group and individual student groups.	Lead: Dr. Debra D. Thomas, Coordinator of MTSS	<p>Develop and implement a professional development guide for school leaders.</p> <p>Administer a beginning and end of year SEL screener.</p> <p>Develop and implement family informational nights.</p>
Decrease the number of students who disengage with school.	Implement an Evening School Acceleration Model.	Lead: Dr. Debra D. Thomas, Coordinator of MTSS	Enroll disengaged students in a smaller educational

			<p>setting in the Evening High School.</p> <p>Enroll undercredited students in the Evening HS credit recovery classes.</p> <p>Professional School Counselors will collaborate w/the School Social Workers to design a "Student Success Plan" based upon the students educational and emotional needs. Students will receive weekly feedback based upon the established goals.</p>
<p>Decrease the number of students suspended and expelled from school.</p>	<p>PTHS District 209 will continue Intergovernmental Agreement with West 40.</p> <p>Develop reset rooms at each campus.</p>	<p>Lead: Dr. Debra D. Thomas, Coordinator of MTSS</p>	<p>Each campus will develop a reset room for students experiencing behavioral difficulties.</p> <p>Develop and implement a professional development plan for Restorative Justice Practices.</p> <p>PTHS District 209 will work with W40 to identify students that may be eligible for the alternative learning day program (PEACE).</p> <p>W40 will provide social and emotional support services for students and families at the W40 safe schools building located at 605 N Hillside Ave. Hillside, IL</p> <p>W40 staff will design a Student Success Plan based on a student's educational and social needs. Students will receive daily feedback &amp; reflection on the established goals.</p>