

# **SUNSET CANYON ELEMENTARY**



## **MAKE YOUR DAY CITIZENSHIP PROGRAM PARENT & STUDENT HANDBOOK 2009 - 2010**

Make Your Day is a citizenship program that gives all students the opportunity to learn in a positive atmosphere, to make choices, to evaluate their behavior and to self-correct.

Revised May 2009

## Commonly Asked Questions About Make Your Day

### What is the basis of the Make Your Day Citizenship Program?

The Make Your Day Citizenship Program is based on one rule and one expectation.

The rule: "No one has the right to interfere with the learning, safety and well-being of others."

The expectation: Do what is expected and do the best you can.

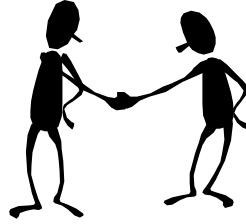
This rule and this expectation summarize the philosophy of the Make Your Day Citizenship program, which is based on the premise that every person within the school environment has the right to complete his or her responsibilities without interference from others. From a student's point of view, this means that he/she can expect a physically and emotionally safe school environment that is enhanced by a focus on learning. From the staff's perspective, all behavioral issues are discussed and monitored in reference to the rule.

### What happens when a student interferes with another's learning, safety or well-being?

If a student is interfering with the learning, safety or well-being of others, he or she is permitted to take time away from the current activity in order to process the choice(s) he or she made, and the effect that choice had on another's learning, safety or well-being. During this time, the student also reflects upon the different choices he or she can make in the future if a similar situation arises.

### How is the MYD Citizenship Program positively motivated?

Students are constantly made aware of behavioral and academic expectations. Each student is also aware that the consequences of his/her behavior result from personal choice and not from decisions made by the staff. Because this is a program about choice and about taking responsibility for personal behavior, a student may make a mistake without feeling like he or she is a bad person. With this program, students are provided with the opportunity to develop lifelong skills in taking responsibility, in making choices, and communicating effectively.



## What Make Your Day Looks Like At Sunset Canyon Elementary



The Make Your Day Citizenship Program provides a consistent total campus management system. It demonstrates that all staff members hold high expectations for all students and is a cooperative management system, not merely a discipline plan. Therefore, all Sunset Canyon staff members support one another, especially with management issues. Each student is held responsible for his or her own actions, and for coming to school ready to learn. The foundation of MYD is threefold:

- All students are capable of success.
- Parents must be directly involved in their student's academic process.
- Making appropriate choices at school, coupled with open communication between home and school, will generate student success.

### How is each student held responsible for his or her own actions?

Students evaluate their own choices and behavior by "earning points."

Peers have the opportunity to provide feedback regarding choices another student has made during "concerns."

Students may choose "steps" in order to process the choice(s) they made, and the effect the choice(s) had on another's learning, safety or well-being.

### Earning points

Students earn points when they are doing what is expected and doing the best they can. At the end of designated period of time, students are asked to review their performance by assigning themselves points. In grades Kindergarten-2nd, students have the opportunity to earn up to ten (10) points per point period. In grades 3rd-6th, students have the opportunity to earn up to 45 points per point period. During special area classes and lunch/recess, students have the opportunity to earn 13 points in grades Kindergarten-2nd and 50 points in grades 3rd-6th.



## Concerns

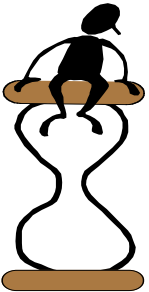
Once the students have assigned their own points, fellow students and/or staff have an opportunity to give feedback to each other under teacher direction. Student concerns will only include instances where their own learning, safety and well-being were interfered with by another student. During concerns, it is the teacher's responsibility to monitor and evaluate whether a student was interfering with others during the previous point period. *Teachers make the final decisions about concerns and point assignments.*

The purpose of a concern is to help others in their self-evaluation.

A student is taken "off concerns" when they use concerns to threaten, get back, tattle, or continuously monitor another student's behavior.

## Steps

The Make Your Day Citizenship program emphasizes student decision-making and responsibility. If a student is interfering with the learning, safety or well-being of others, he or she is permitted to take time away from the current activity in order to process the choice(s) he or she made, and the effect that choice had on another's learning, safety or well-being. During this time, the student reflects upon the different choices he or she can make in the future if a similar situation arises. When in steps, a student is expected to remain quiet and relatively still. The progression through steps is entirely the student's choice. *(Because steps are a time for silent reflection, no other student should be allowed to become involved with a student who has chosen steps. Should another student respond to or interact in any manner with a student on steps, he/she has chosen to "shadow" or follow his/her fellow student through the steps.)*



### Step 1:

When a student interferes with the learning, safety or well-being of others, the student will be permitted to move away from the academic setting, and sit facing away from the current activity. Once the student has processed through the choice and effect of that choice, he/she will be invited to join the class again.

### Step 2:

If a student chooses to act inappropriately on Step 1, then he/she has chosen Step 2 and stands facing away from the class. Once the student has processed through the choice and effect of that choice, he/she may return to Step 1.

### Step 3:

If a student chooses to act inappropriately on Step 2, then he/she has chosen Step 3. He/she has a choice to make:

- The student may stand facing away from the class, focusing on a sign containing the Make Your Day Rule. Once the student has processed through the choice and effect of that choice, he/she may return to Step 2.

### OR

- The student may choose to process through his/her choices in a Step 4 Conference. This conference includes the student, a parent and the staff member.

### Step 4:

If a student chooses to act inappropriately on Step 3, or asks for a Step 4 Conference, then he/she has chosen Step 4.

### Automatic step 4:

A student chooses an automatic Step 4 if he/she participates in any of the following behaviors:

- Behaved inappropriately on Steps 1-3
- Bullying, Intimidating, Threatening another person
- Cheating
- Derogatory or inflammatory personal attacks; vulgar or foul communication
- Disorderly behavior
- Disregard, defiance, or disrespect of guidelines or rules
- Extreme disrespect for other students, staff, or visitors
- Fighting- impulsive, unable to deal with anger, in retaliation
- Gave attention to student on Step 4 (shadowing)
- "Group/gang behavior" resulting in someone/something being hurt, damaged, or destroyed (emotional or physical)
- Inappropriate or unsafe bus behavior
- "Play fighting" (physical activity which could lead to someone being hurt)



- Racial harassment
- Rock throwing or other highly unsafe behavior
- Sexual harassment
- Stealing
- Tampering with, abusing, or destroying school or private property

#### **Step 4 conference**

When a student chooses Step 4, he/she will be sent to the office to phone a parent. The student will request that a parent come to school for a conference. The student will then be assigned to a friend classroom to wait for the parent to arrive. **The student will remain in the buddy classroom until the parent arrives for the Step 4 Conference.**

The purpose of a Step 4 Conference is to help the student understand the behavior expected at our school. During the conference, the student will:

- State his/her behavioral choice
- Express that it is his/her responsibility to manage personal behavior
- Use problem solving skills to verbalize positive alternatives
- Exhibit a willingness to accept responsibility
- Express a desire to return to class

If the parent feels the Step 4 conference has been successful, he/she makes the determination that the student is ready to return to class. **Please note that even with a successful conference, the student will be expected to accept the appropriate consequences for his/her behavior.**

If a student chooses a Step 4, he/she will not earn any points for that point period, and therefore will not make his/her day.

#### **Step 5**

If the infraction committed by a student is such that it surpasses the guidelines of the Make Your Day Citizenship Program and violates the Paradise Valley Unified School District's Discipline Policy, the student will not participate in Steps 1-4, but will be immediately referred to the principal for disciplinary measures. Those rule violations are outlined in the Policy Section of the Paradise Valley Unified School District Parent Handbook. At this point, the principal will contact the parent and indicate that the child needs to be picked up from school immediately. If efforts to contact a parent are unsuccessful, the student will be placed in "in school suspension" until satisfactory arrangements have been made. The student will remain at home the following day or until he/she has satisfied, the sanction requirements appropriate for the infraction, as outlined in the Paradise Valley Unified School District Discipline Policy. A successful conference is a prerequisite for the student's return to school. The principal or principal designee will schedule this conference.

Please note that these sanctions may involve short- and/or long- term suspension from Sunset Canyon or expulsion from the Paradise Valley Unified School District.

The following offenses will automatically result in suspension:

- Possession and/or use of tobacco, lighters, or matches
- Possession and/or use of alcohol
- Possession and/or use of illegal drugs or related paraphernalia
- Possession and/or use of illegal weapons, knives, Chinese stars, firecrackers, or other objects of danger to others

Much of this information was taken from the Make Your Day Website. If you would like more information on the Make Your Day program, visit <http://www.makeyourdayparents.com>