

# Physical Restraint, Time Out, Isolated Time Out Reduction Plan Steeleville CUSD #138

## Oversight Team Members

|                      |                          |
|----------------------|--------------------------|
| Stephanie Mulholland | Superintendent           |
| Jennifer Haertling   | High School Principal    |
| Andrea Reiss         | Teacher                  |
| Cindy Troue          | School Service Personnel |

## RTO Reduction Goal:

The plan's objective shall be to maintain 0% percent in the use of physical restraint, time out, and isolated timeouts over a 12-month period for students experiencing five-plus instances in a 30-day period.

## Action Plan Sections

- Section A: Positive Behavioral Intervention Adoption
- Section B: De-escalation Practices
- Section C: Crisis Intervention Techniques
- Section D: Debrief Meetings
- Section E: Information Sharing
- Section F: PA 102-0339 Student Plans
- Section G: Parent Awareness
- Section H: Modifications

## Progress Monitoring

While the action plan is a multi-year plan, progress on steps towards completing the action items will be reported on yearly.

## Section A

**Explain how the entity plans to adopt and utilize positive behavioral interventions and support rather than physical restraint, time out, and isolated time out.**

### *Action Item*

Expand systemic adoption of positive behavioral interventions strategies and trauma-informed practices

### *Steps to Complete Action Items*

1. Review current professional development and training offerings to understand what is working and what could be improved
2. Assess gaps in stakeholder training offerings
3. Develop alignment with other initiatives, as applicable, surrounding student well-being, culture and climate, and current training

### *Timeline*

To be completed by the end of the 2023-2024 academic year with implementation beginning no later than the fall of 2024

### *Responsible Party*

The oversight committee will be the primary team reviewing current practices and assessing gaps.

## **Section B**

**Identify effective ways/best practices to de-escalate situations to avoid physical restraint, time out, and isolated time out.**

### *Action Item*

Audit the full scope of current practices and trainings utilized throughout Steeleville CUSD #138 to ensure alignment with plan.

### *Steps to Complete Action Items*

1. Audit current materials and training that support or counter the RTO goal.
2. Modify materials and pieces of training that are counter to the goal and reinforce in a comprehensive training plan those that are supportive.
3. Require an online training module to support new hires and current employees with awareness, confidence, language and definitions, and district standards in the area of de-escalation

### *Timeline*

To be completed during the fall and winter of 2023.

### *Responsible Party*

Oversight committee will be the responsible party.

## **Section C**

**Describe how the entity will utilize crisis intervention techniques as an alternative to physical restraint, time out, and time out.**

### *Action Item*

Continue Steeleville CUSD #138's current practice that utilizes crisis intervention techniques as an alternative to physical restraint, time out, and isolated time out. These interventions focus on de-escalating by 1) identifying the crisis 2) managing the setting 3) providing space and 4) leveraging emergency resources and supports.

### *Steps to Complete Action Items*

1. Reinforce that current practices support our beliefs and values
2. Ensure that the practices are documented in training materials and employee documents.
3. Create language, roles, and tasks that best operationalize these practices for employees.

### *Timeline*

To be completed during the summer and fall of 2023.

### *Responsible Party*

Oversight committee will be the responsible party.

## **Section D**

**Describe the entity's plan to utilize debriefing meetings to reassess what occurred and why it occurred and to think through ways to prevent use of intervention the next time.**

### *Action Item*

Steeleville #138 will implement debrief meetings led by building leadership following a crisis. Additionally, Steeleville #138 will implement an After-Action Review committee to review potential adjustments to practices, policies, procedures, and professional development.

### *Steps to Complete Action Items*

1. Establish the operational responsibilities of this team and the members to serve on it.
2. Select a model for use to debrief a crisis by the After-Action Review team.

#### *Timeline*

To be completed during the fall of 2023

#### *Responsible Party*

The oversight committee will serve as the After-Action Review team

### **Section E**

**Include action step(s) that describe procedures to ensure that appropriate school personnel are fully informed of the student's history, including any history of physical or sexual abuse, and other relevant medical mental health information. Such disclosures of student information must be consistent with federal and state laws and rules governing student confidentiality and privacy rights.**

#### *Action Item*

Establish information sharing and compliance protocols that best support awareness while maintaining privacy and confidentiality.

#### *Steps to Complete Action Items*

1. Review current practices of information sharing to understand gaps and needs.
2. Align data sharing with roles and responsibilities rather than people
3. Create information sharing and compliance protocols including hierarchy, requests flows, and dissemination practices

#### *Timeline*

To be completed by the summer of 2024

#### *Responsible Party*

Oversight committee will be the responsible party.

### **Section F**

**Identify steps to develop individualized student plans as required by PA 102-0339. Plans should be separate and apart from a student IEP or 504 Plan.**

#### *Action Item*

Steeleville #138 data shows no plan is needed; however, we plan to develop a template for use should a student emerge with said needs.

#### *Steps to Complete Action Items*

1. Review area school districts templates for effective practices and structures
2. Create a template to be used if needed

#### *Timeline*

To be completed by the summer of 2024

#### *Responsible Party*

Oversight committee will be the responsible party.

### **Section G**

**Describe how the information will be made available to parents for review.**

*Action Item*

Proactively communicate Steeleville #138's information regarding RTO and this action plan.

*Steps to Complete Action Items*

1. Share to the Board of Education via an informational item
2. Publish information pertaining our RTO action plan to the district website.
3. Utilize ISBE's language and document template for guardian follow-up should the use of physical restraint, time out, or isolated time out be used.

*Timeline*

To be completed by the summer of 2024

*Responsible Party*

Oversight committee will be the responsible party. Section H

**Describe a modification process (as necessary) to satisfy the aforementioned goals.**

During this three-year period, the Oversight Committee will focus on the following overarching goals for each year:

Year 1: Analyze and Plan

Year 2: Implementation and Professional Development

Year 3: Evaluate and Refine

During this time period, we will continue to monitor our data and address any immediate needs in the areas of awareness, practices, protocols, and training. These adjustments will be shared in our annual update to this action plan.