



Promoting Civility in Babcock Schools Civility Team

Overall Goal: Promote Inclusivity, Respect, and Civility; Create a task force with a mission centered around promoting inclusivity, respect, civility, and understanding among students, families, and staff. Ensure that the approach is collaborative and not punitive.

Action Steps for assistance:

- FHSAA to determine the best training on sensitivity for coaches and athletes
- District Employee (outside Charlotte County) who helped develop civility standards
 - Civility Expectations
- Local University Office of Institutional Equity and Compliance
- Capturing Kids' Hearts
 - Social Contracts; accountability and consistency
 - Understand the overall and underlying behaviors and address
- FGCU Roots of Compassion and Kindness Project (ROCK)
 - The goal has always been to leverage this work and develop the programming expansion over time.
- Governing Board Policy specific to Discrimination and Harassment and development of civility standards for all stakeholders.
- Review structures of other schools to determine positions needed to support the further development of culture and climate, considering adding a consultant to assist
- Explore partnership with The Center for Healing & Justice through Sport

Babcock Neighborhood School, 30-60-90-120 Day Plan

First 30 Days (October 1-November 15, there is a two-week Fall Break in October) *It is important to note that the SWOT Analysis in the first 30 days will drive the work through the remaining portion of the plan. By the end of the first 30 days, the completion of the 60-90-120 plan will occur.*

Focus Area	Goal	Why	Priority Steps	Measure of Success	Cost	Person/s Responsible
Assessment and Needs Analysis	<p>Conduct surveys (Cognia), interviews, or focus groups to understand the specific challenges and concerns related to diversity in your education community.</p> <p>Identify areas where empathy and civility are lacking and where specific improvements are needed.</p>	<p>To ensure the focus is in the right place for designing the scope of the work ahead.</p>	<p>Select a survey from the Cognia Accreditation platform to utilize on a bi-yearly basis. Bi-yearly is important due to the amount of students we onboard throughout the year.</p> <p>Develop Focus Groups from the Civility Task Force Team to address various data garnered from the survey data.</p>	<p>Bi-yearly survey data shows positive trends in the targeted areas of culture.</p>	<p>No extra cost</p>	<p>Mrs. Shannon Treece, Executive Director</p>
Diverse Representation	<p>Ensure that the task force itself is diverse, representing various backgrounds, perspectives, and stakeholder groups within the education community.</p> <p>Include students, parents, teachers, administrators, and community members.</p>	<p>To demonstrate commitment to everyone's voice being heard in the process.</p> <p>Commitment letters from the community about their role, goals, and confidentiality requirements.</p>	<p>Invite those who are committed to the work and willing to engage beyond the planning sessions with the school and community.</p>	<p>Those who are committed to the team, attend meetings, and build relationships between the school and the community.</p>	<p>No extra cost</p>	<p>Mrs. Shannon Treece, Executive Director, Mrs. Amanda Sanford, Principal, and community partners including The NAACP</p>
Establish Clear Goals and Objectives	<p>Define the task force's mission, goals, and objectives. Ensure they align with the needs identified during the assessment phase.</p>	<p>It is imperative that we stay true to the work ahead, the crafting of meaningful, measurable goals will allow everyone clarity and</p>	<p>Complete a SWOT Analysis</p> <ul style="list-style-type: none"> ● Strengths ● Weaknesses ● Opportunities ● Threats 	<p>Well-developed, written goals that provide clarity and define the work for all stakeholders.</p>	<p>No extra cost</p>	<p>Collective work of the student and parent/community Civility Teams based</p>

	<p>Identify where and when bullying/harassment discrimination occurs.</p> <p>Set measurable targets to track progress over time.</p>	<p>transparency; both are a priority.</p>	<p>Then, analyze data, and prioritize the goals. This is a familiar process to the administration as we use it for designing our school strategic plan.</p> <p>Current Strategic Plan for reference</p>			<p>on the SWOT analysis</p>
Human Resources	<p>To ensure we have the appropriate roles and positions to accomplish this work at a highly efficient and successful level for long-term change to occur.</p>	<p>A critical key to the success of this work is ensuring we have the capacity to leverage the strengths of our current staff while providing support for the actual work to occur without taking away from other priority work.</p>	<p>Options to consider:</p> <ul style="list-style-type: none"> ● Chief Culture Officer or contract with Culture consultant (working on this option) to help identify and address potential culture issues ● FT Social Worker Position, currently have PT ● Dean of Students K-12 or Student Affairs Coordinator ● Contract with Communication Firm 	<p>Current staff will feel the relief of overwhelming pressure to make all the work happen in this process as capacity is built across the new positions.</p>	<p>\$150K</p>	
60 Days (November 15-January 15)						
Education and Training	<p>Ensure that all students are aware of how to utilize the FortifyFL (this is the link on our webpage) platform and the importance of details in the reporting.</p> <p>Provide diversity and empathy training for task force members and the broader education community.</p> <p>Foster a safe space for open discussions about bias, stereotypes,</p>	<p>Students must know they have options regarding any incidents of concern.</p> <p>Per the FDOE website, adult intervention is one of the best defenses against bullying. Educators can first learn the warning signs as well as the myths of bullying, especially of social bullying, which research indicates is more difficult for</p>	<p>Re-train all students on the FortifyFL platform.</p> <p>The following groups will be trained in an accredited harassment/discrimination/bias training program.</p> <ul style="list-style-type: none"> ● Executive Director ● Principals ● Assistant Principals ● Athletic Director ● Counselors 	<p>Review data quarterly to look for trends in data.</p> <p>Survey data over time will show a positive culture in both the school and athletics.</p> <p>The incidents of harassment and discrimination will be</p>	<p>Estimate \$20-30K</p>	<p>Mrs. Shannon Treece, Executive Director; Mrs. Amanda Sanford, Principal; Dr. Applegate, Counselor; and Mr. Jeff Irwin, Athletic Director</p>

and cultural awareness. Explore options for peer mediation training. Integrate anti-bullying materials into the curriculum for discussion and role-play.

Educators can use staff meetings, assemblies, parent conferences, and most importantly daily interactions with students to establish a culture of acceptance, tolerance, and respect.

Onboarding new students and new families is critical to maintaining the work built over time. Students will design and lead the onboarding sessions.

Students will be able to understand that

- Bullying can take the form of words or deeds.
- It can be done from electronic devices.
- It includes repeatedly calling someone names, or repeatedly excluding someone from the group, or physically harassing someone.
- If they feel like they are being mistreated or isolated and it is happening again and again, talk to an adult.
- Know how to find help.
- If you are bullying someone else, stop the behavior and make it right.
 - Apologize. Focus on doing things differently from now on.
 - Ask for help with your behavior.
- If they see someone being bullied, they need to take a stand and support that person.
 - If they feel safe, tell the person doing the bullying to stop.
 - If they don't feel safe, walk away and try to bring the victim with you.

adults to identify than other forms of bullying.

To ensure we do not cause harm in the work.

In order for the work to be fruitful, it must be a safe space for all stakeholders. This is critical to being able to model and show others it is possible to work together and achieve good work.

Educators can intervene when they see bullying occur and can send a clear message that the school does not tolerate bullying.

Harassment/Discrimination/ Bias Training; as well as, training for all school personnel to recognize bullying will be required for all:

- Teachers
- Paras
- Staff

Sensitivity Training will be conducted for:

- Student-athletes
- Coaches (all)
- Substitute Teachers

Parent Training to include how to handle potential incidents of bullying with their child:

- Think twice before giving advice - your child may have already tried the strategies you are going to suggest.
- Get as much information as you can.
- Talk with your child's teacher, principal, or counselor and ask them to help your child be safe. Their intervention may include consequences for the bully, increased supervision, and helping your child make more friends if he or she is isolated.
- Ask your child what they have already tried to resolve the problem.
- Praise the child for all the things they have tried.
- Give permission to stop doing the things that haven't worked to stop the bullying.
- Encourage them to keep telling you and other adults.
- Help them to think about what has worked or what might work.
- If your child is isolated, help them make connections through activities, hobbies, or clubs.

reduced.

Students will gain confidence in their ability to articulate what bullying /harassment/discrimination are and are able to stop it or report it.

Community Engagement	<p>Host workshops, seminars, or events that promote diversity, inclusion, respect, empathy, and civility.</p> <p>Encourage student-led initiatives and involvement to ensure their voices are heard. This will develop over time as the Civility Task Force Team processes the SWOT information and determines priority areas and strategies.</p>	<p>This piece is critically important to ensure the work is transparent and driven by the student voices.</p>	<p>Focus Groups: Determine timelines of events for workshops, seminars, and events to support building capacity and knowledge among all stakeholders.</p> <p>Train students in the skills necessary to implement student-led initiatives</p>	<p>Increase opportunities for community engagement with our student leadership teams and school teams.</p>	<p>TBD</p>	<p>Mrs. Shannon Treece, Executive Director; Mrs. Amanda Sanford, Principal; Dr. Applegate, Counselor; Mr. Jeff Irwin, Athletic Director, Student & Parent/Community Civility Teams</p>
Policy Review and Revision	<p>Evaluate existing policies and practices to identify areas that may inadvertently perpetuate bias or discrimination.</p> <p>Collaborate with the Governing Board to make necessary policy changes.</p> <p>Develop civility standards for all stakeholders that will be included in Babcock Student Handbook and in the Governing Board Policy.</p>	<p>There is a Harassment and Discrimination policy in the works (been in process since the summer of 2023), which will be adopted in November 2023 by the Governing Board. There will be other areas to consider and develop, including; but not limited to the school handbook</p>	<p>Review what exists and what needs additional attention based on priorities identified through the SWOT process.</p>	<p>The increased presence of non-discriminatory and zero-tolerance language throughout our school documents: Governing Board policies, handbook, and athletic handbook.</p>	<p>Attorney Fees to draft policies</p>	<p>Mrs. Shannon Treece, Executive Director; Parent/Community Civility Teams and Academic Committee, Governing Board</p>
90 Days (January 15-April 15)						
Communication and Outreach	<p>Maintain transparent communication with the education community about the task force's progress and initiatives.</p> <p>Use various channels like newsletters, social media, and meetings to engage with</p>	<p>To ensure all stakeholders are privy to the work of the group and understand the goals of the team.</p> <p>This should develop further based on the SWOT process and priority needs that</p>	<p>Prepare the ParentSquare platform as a mechanism for communication with our Civility Team.</p> <p>Consider a contract with marketing components for sharing work and messages</p>	<p>Increase clear and effective communication with the community.</p>		<p>Mrs. Shannon Treece, Executive Director</p>

	stakeholders. (Students in multimedia courses could potentially create materials for use).	emerge.	desired by The Civility Team.			
Resources and Support	<p>Allocate resources, both financial and human, to support diversity and empathy initiatives.</p> <p>Partner with local organizations, nonprofits, or experts who can provide guidance and resources.</p>	<p>It will be imperative to have the correct resources to support the work we have already started through CKH.</p> <p>Building capacity is important to ensure we are encompassing global perspectives and ensuring fidelity to the work.</p>	<p>Capturing Kids' Hearts Development of Leadworthy Wednesdays</p> <p>Listen Up, Speak Up Belonging activities, Power Hour Activities</p>	<p>There will be several resources accessible and able to be utilized as situations arise or as they need to be utilized in various capacities over time.</p> <p>These resources will be accessible to anyone.</p>	TBD	Mrs. Shannon Treece, Executive Director, CIT, and Finance Committee
120 Days (April 15-August 12)						
Data Collection and Assessment	<p>Continuously collect data on the impact of the task force's efforts.</p> <p>Use this data to assess progress and make adjustments to strategies and initiatives.</p>	<p>The goal is continuous improvement, the measurement will need to include various data collection methods and sources to ensure we can triangulate and validate our data. Once we have baseline data, it will drive our measures of success moving forward.</p>	<p>To begin, we can use our current Cognia Culture Survey Data for staff, students, and parents. Our administration is currently reviewing other Cognia surveys that should be utilized for this work specifically.</p>	<p>The data will be our gauge of successful interventions, and areas that will need continued improvement. It is important to note the data collection and the work is never complete, it just transitions into different areas of focus as goals are met.</p>	<p>Surveys are included in our Cognia membership</p>	<p>Mrs. Shannon Treece, Executive Director will administer surveys; data will be reviewed and analyzed collectively by the Civility Task Force Team (same protocols will be used as the Continuous Improvement Team)</p>
Celebrate Successes	<p>Recognize and celebrate achievements, no matter how small,</p>	<p>It is important to recognize and share the progress with stakeholders to validate the</p>	<p>The reality is that there may be little to no movement in this short amount of time.</p>	<p>While initially there may not be enough statistical growth, the</p>		<p>Mrs. Shannon Treece, Executive</p>

	<p>to maintain motivation and momentum.</p> <p>Showcase success stories and positive outcomes within the community.</p>	effectiveness or lack thereof.		goal is to see a positive trend over time.		Director, Mrs. Amanda Sanford, Principal, Mr. Chris Fennell, Principal, and the Civility Task Force Teams (both student and parent/community team)
Sustainability	<p>Develop a plan for the task force's long-term sustainability beyond the initial phase.</p> <p>Foster a culture of inclusivity and empathy that becomes ingrained in the educational institution.</p>	This plan upon initiation was designed to get the work in motion. Moving forward this will drive the implementation plan for SY 24-25.	The ultimate goal is to create a culture that is overwhelmingly positive and sustains through staff, student, and teacher changes in each building.	The plan and work to achieve the goals must be foundationally strong enough to withstand the expansion with time.		Director; Mrs. Amanda Sanford, Principal; Mr. Chris Fennell, Principal; Mr. Jeff Irwin, Athletic Director, and the Civility Task Force Teams (both student and parent/community team)

**Guidance used from the Florida Department of Education website