

**Pocomoke Middle School**  
**Character Education Action Plan**  
*School Climate*  
**2010/2011 – 2017/2018**

**OBJECTIVE: By the year 2017 – 2018, Pocomoke Middle School students will demonstrate greater respect, responsibility, trustworthiness, caring, fairness, citizenship, peacefulness, positive attitudes and tolerance in their school and community.**

<b>Activity//Action Steps</b>	<b>Person(s)//Group(s) Responsible</b>	<b>Timeline for Completion</b>	<b>Resources Needed</b>	<b>Evaluation//Indicators of Success</b>	<b>Status of Progress</b>	<b>Standards</b>
Contact parents of students identified by the homeroom teacher as missing 3 consecutive days	Guidance Secretary	Aug. – June (Annually)	Personnel	Documentation; Improved attendance	Ongoing	6
Contact Pocomoke City Schools Pupil Personnel Worker (PPW) for students missing 10 unexcused days	Guidance Counselors Guidance Secretary Pupil Personnel Worker	Aug. – June (Annually)	Personnel	Documentation; Improved attendance	Ongoing	6
Contact Pocomoke City School Pupil Personnel Worker (PPW) or students missing 20 days	Guidance Counselors Guidance Secretary Pupil Personnel Worker	Aug. -June (Annually)	Personnel	Documentation; Improved attendance	Ongoing	6
Contact parents of students identified by the homeroom teacher as tardy to school 3 times	Homeroom Teacher Guidance Secretary	Aug. – June (Annually)	Personnel	Documentation; Improved promptness to school	Ongoing	6
Contact Pocomoke City Schools Pupil Personnel Worker (PPW) for students tardy to school 10 times	Homeroom Teacher Guidance Secretary Pupil Personnel Worker	Aug. – June (Annually)	Personnel	Documentation; Improved promptness to school	Ongoing	6

<b>Activity//Action Steps</b>	<b>Person(s)//Group(s) Responsible</b>	<b>Timeline for Implementation Completion</b>	<b>Resources Needed</b>	<b>Evaluation//Indicators of Success</b>	<b>Status of Progress</b>	<b>Standard</b>
Read weekly Words of Wisdom (WOW) messages on the AM announcements and reinforce daily throughout the week. (Emails, daily bulletin)	Guidance Counselors	Aug. – June (Weekly/Annually)	Personnel Project Wisdom materials Students	Announcements read	Ongoing	6,11
Create weekly character education lessons	School Climate Implementation Team Guidance Counselors	Aug. – June (Annually)	Personnel Materials	Character Education lessons developed	Ongoing	6, 11
Teach character education lessons weekly (grades 4 & 5 with guidance counselors)	Guidance Counselors	Aug. -June (Annually)	Personnel Materials	Lessons taught	Ongoing	1, 6, 11
Provide opportunities for students to be of service to others in our local community and in the world	SFAB (Student Faculty Advisory Board) Sponsor Service Learning Sponsors	Aug. - June (Annually)	Personnel Fund-raisers Materials	Completed activities	Ongoing	1, 11
Develop monthly activities for mentors and mentees in the Learning and Mentoring Program (LAMP).	Guidance Counselors	Sept. – June (Monthly/Annually)	Personnel Materials	Activities developed	Ongoing	6, 11
Provide after-school and summer academies for students in: academics, peer leadership, conflict resolution, career exploration, community service, and health education	Extended School Administrator Staff School Nurse Guidance Counselors Worcester County Health Department	Sept. – July (Annually)	Personnel 21 <sup>st</sup> CCLC and Local funding for academies	After-school academies provided	Ongoing	4, 5, 6, 7, 8, 10, 11
Provide monthly LAMP character-based activities to mentors for mentees	Guidance Counselors	Sept. – June (Monthly/Annually)	Personnel Materials	Mentor/mentee relationships established	Ongoing	6, 11
Conduct PHS Mentoring Program (4 <sup>th</sup> and 5 <sup>th</sup> graders)	Minority Achievement Implementation Team School Climate Team Pupil Personnel Worker	Sept. – May (Annually)	Personnel Selected PHS students	Mentors' meetings documented regularly with mentees	Ongoing	3, 6, 10, 11

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Train staff in CPR and first aid, if needed	School Nurse	Sept – June (Annually)	Personnel	Training completed	Ongoing	6, 7
Provide information on nutrition and counseling on the merits of the foods our school serves or what students bring	Worcester County Public Schools Food Services Coordinator	Aug. – June (Annually)	Personnel	Information disseminated	Ongoing	6, 7
Maintain all instructional programs held in appropriate spaces for instructional settings as defined by Educational Facility Master Plan	Administration Staff Custodial Staff	Aug. – June (Annually)	Personnel	Appropriate spaces defined and maintained	Ongoing	5
Celebrate students with perfect attendance during quarterly grade level recognition assemblies	Assistant Principal Guidance Secretary	Oct. – June (Annually)	Personnel	Awards achieved	Ongoing	6, 11
Conduct Career Day for all 7 <sup>th</sup> & 8 <sup>th</sup> grade students	Guidance Counselors Guest presenters	Spring (Annually)	Presenters & classroom space	Feedback from students, staff, & presenters	Ongoing	1, 10, 11
Conduct 8 <sup>th</sup> grade high school transition and scheduling activities	Guidance Counselors	Spring (Annually)	Personnel Materials	Scheduling completed	Ongoing	1, 3, 6, 10, 11
Provide information on high school academic schedules to parents of 8 <sup>th</sup> graders at an evening assembly	Guidance Counselors (PMS and PHS)	March (Annually)	Personnel Time Materials	Assembly completed	Ongoing	1, 3, 6, 10, 11
Provide information on educational opportunities available at the Worcester Technical High School to 8 <sup>th</sup> graders	Guidance Counselors WTHS Staff	Spring (Annually)	Personnel Time	Completed presentation	Ongoing	1, 3, 6, 10
Maintain superior building maintenance as defined by the Educational Facility Master Plan	Custodial Staff Staff Students	Sept. – June (Annually)	Personnel Maint. Supplies	Superior ratings on building inspections	Ongoing	5, 6, 7

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Maintain a ratio of 225:1 students to Guidance Counselors	Administration Personnel Office	Sept. – June (Annually)	Personnel	Ratio maintained	Ongoing	3, 6
Maintain a ratio of 450:1 students to School Nurse	Administration Personnel Office	Sept. – June (Annually)	Personnel	Ratio maintained	Ongoing	3, 6
Track progress of LAMP mentee's behavior, attendance and grades	LAMP coordinator Guidance Counselors	Aug. – June 2010 - 2011	Personnel Materials	Student progress measured		3, 9, 11
Implement incentive program to assist students in internalize Words of Wisdom	School Climate Team & Chairperson Guidance Counselors Staff	Aug. – June 2010 - 2011	Personnel Materials	Incentives awarded based on rubric		11
<b>Long Range Goals</b>						
<b>Activity//Action Steps</b>	<b>Person(s)//Group(s) Responsible</b>	<b>Timeline for Completion</b>	<b>Resources Needed</b>	<b>Evaluation//Indicators of Success</b>	<b>Status of Progress</b>	<b>Standards</b>
Establish student support groups to reinforce character traits that lead to school success for at-risk students	Guidance Counselors	2011 - 2012	Personnel Materials	Support groups conducted		6, 10, 11
Reinstitute Peer Helpers program	Guidance Counselors	2011 - 2012	Students to participate	Program in place		10, 11
Provide training for selected Peer Helpers in peer mediation strategies	Guidance Counselors	2011 - 2012	Materials	Training sessions documented and completed		10, 11
Create a school beautification plan (for school grounds)	Custodial Staff Selected staff	2012 - 2013	Personnel Supplies	Plan created		6
Maintain school's beautification plan	Custodial Staff Selected staff	2013 - 2014	Personnel Supplies	Beautification of school grounds improved		5, 6
Hire a Health Educator to implement a comprehensive health education and services program	Administration Personnel Office	2017 – 2018	Personnel Funding	Health Educator hired		3, 6, 7, 8