Abstract

The office referral system is a collaboration between the Nebo School District and the BYU Peaceable Schools project.

Phase 1: Last year
- Microsoft Excel Spreadsheet
- Graphs generated by Peaceable Schools
  - Information left blank

Phase 2: This year
- Web based system
  - Automatically updated graphs (in progress)
  - Unable to leave information blank

Objectives

Uses of office referrals:
- Develop and/or select primary, secondary, and tertiary programs
- Assess the effectiveness of those programs
- Identify children with emotional behavior disorders
- Office referrals provide an economical and readily available early screening device for identifying children who exhibit an externalizing & internalizing behavior Nelson et al. (2002).

Development

Office Referral Database
- Committee
  - 1 District Administrator
  - 2 Elementary School Principals
  - 3 Peaceable Schools Staff Members

- Process
  - District Administration Meetings
  - District Meetings with Elementary School Principals
  - Concern & Compromise

A key to effective school-wide positive behavior support includes obtaining district level support on the collection and reporting of problem behavior patterns.

-Sugai, Horner & Todd (2000)

Critical Information

- Date
- Student’s Name
- Grade
- Teacher’s Name
- Who is the Student Referred to?
- Location
- Time
- Minor or Behaviors
- School
- Action Taken
- Who Reported the Referral

Behavior Definitions

References
