|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **TYPE** | **WHAT** | **WHEN** | **WHERE** | **WHO** |
| **Immediate/High Frequency** *In the moment, predictable* | **KIDS:** *RAP Cards* | * RAP passport – first 2 days of school
 | *Passport rotation – all locations* | ALL KIDS, ALL STAFF |
| * Week1 1-2 of the quarter (Leadership Team decides focus)
 | *Classrooms, Hallways, Bus* |
| * Weeks 3-9: Departments decide on rotating schedule
 | *Classroom and TBD* |
| * Mid-Year Refresh week
 | *Top 3 locations for ODRs* |
| * Semester 2 – TBD at Dec. Leadership Mtg. and review of ODR data
 | *TBD* |
| **Activities that build staff and student relationships while recognizing good behavior**  | **KIDS & ADULTS:** *Service Learning Project – blankets and rock socks* | * During Advisory, after lessons regarding disability and food insecurity awareness
 | *In paired advisory rooms – blankets for AI; In designated locations – put together food kits* | ALL KIDS, ALL STAFF |
| **Promoting positive contacts home** | **ADULTS:** *RAP Cards to HR student families* | * By 3rd week of each semester
 | *In lieu of 2nd and 9th Faculty Mtg. of the year*  | ALL FAMILIES |
| **Staff Acknowledgements**  | **KIDS:** *Shout-Out Cards*  | * Available daily, monthly homeroom
 | *Cafeteria box and homeroom* | ALL STAFF |
| **ADULTS:** *RAP Staff-Staff*  | * Available daily, 2x/month handout – admin reminders every Friday
 | *Cards in mail room, copy room, online form* |
| **Redemption of High Frequency**  | **KIDS:** *Hallway Carts***ADULTS:** *Drawing from Student cards* | * Weekly cart (need to develop schedule)
 | *Per floor* | ALL KIDS. ALL STAFF |
| **Intermittent/Unpredictable**  | **KIDS & ADULTS:** *TBD* | * Second Semester – TBD by Dec Leadership Team and ODR data and climate surveying
 | *TBD* | ALL KIDS, ALL STAFF |
| **Long-term School-wide Celebrations (school-wide not individually based)** | **BOTH TOGETHER:** *Quarter Got RAP Showcase (Data and talent sharing)* | * Quarterly
 | *Q2 and Q4: All School Gymnasium (In-person)**Q1 and Q3: Grade-level Auditorium* | **ALL KIDS**, ALL STAFF |

**Sample Recognition Matrix (Respectful, Accountable, Productive)**

*Sample by Delaware PBS Project, June 2019, Using samples ideas from various Delaware Tier 1 PBS Teams*