

**SAN BERNARDINO COUNTY
PROBATION DEPARTMENT PROCEDURE**

BEHAVIOR DOLLAR SYSTEM

Authority:

Michelle Scray Brown, Chief Probation Officer

Purpose:

To establish a dollar system that rewards youth for positive behavior. This dollar system is unrelated to consequences, which are to be used as a learning tool to correct misbehavior. The dollar system, on the other hand, simply rewards and encourages positive behavior. Youth can never "lose" dollars, nor can they be "taken". Youth have the opportunity to earn ten (10) unit dollars per day and eight (8) school dollars per school day for a possible one hundred 10 (110) dollars per week (see guidelines).

Responsibilities:

- I. Probation Corrections Officer (PCO):
 - A. Shall take into account the cognitive functioning emotional level and any disabilities of each individual youth when utilizing the Behavior Dollar System.
 - B. Shall ensure youth have been oriented on the Behavior Dollar System.
 - C. Shall record the awarding of dollars for each shift on the Dollar Chart at the end of each shift.
 - D. Shall record the failure to earn dollars in the Unit Dollar Log Book each shift, describing the youth's behavior warranting his/her failure to earn the total dollar amount available for the shift. Abbreviations should not be used.
 - E. Shall ensure the dollars awarded by schoolteachers are recorded daily on the Dollar Chart.
 - F. Shall inform and counsel the youth in a timely manner on the reason he/she did not earn the total dollar amount available, and provide recommendations on how he/she can improve.
 - G. Shall tally each youth's total dollar amount earned on a daily basis and total each youth's weekly dollar amount earned every seventh day.
 - H. Unit staff shall post the Dollar Chart on each living unit in an area visible to all youth.
- II. Probation Corrections Supervisor I (PCSI):
 - A. Shall monitor the Behavior Dollar System to ensure objective and fair administration of the system.
 - B. Ensure staff tabulate and post the Dollar Chart daily in an area visible to all youth.
 - C. Shall train staff in this procedure and ensure consistency in the awarding of dollars between different shifts and/or PCOs.
- III. Probation Corrections Supervisor II (PCSII):
 - A. Ensure PCSIs are monitoring the objective and fair administration of the Behavior Dollar System.
 - B. Act as a liaison with County Schools for any issues from the application of the Behavior Dollar System.
 - C. Ensure the Dollar System Guidelines (see Attachment A) is visibly posted throughout the facility.

Guidelines:

- A. Youth shall have the opportunity to earn ten (10) unit dollars a day and eight (8) school dollars per school day. One hundred ten (110) dollars are available weekly. Youth will begin each shift with a “clean slate” or zero dollars and earn dollars during the shift.
- B. Youth earning one hundred (100) dollars or more per week shall be considered “Top Dollar Earners” and may receive special privileges, including but not limited to; unit jobs, canteen, and a weekly Honor Night.

**Table 1
Dollar Amount Available Each Shift**

1st Shift 6AM – 2 PM	2nd Shift 2PM – 10PM	3rd Shift	School Days Monday - Friday
\$4 Dollars for Behavior and Room Cleanliness/Order	\$4 Dollars for Behavior and Room Cleanliness/Order	\$2 Dollars for Behavior	\$8 Dollars for Behavior

- C. Each shift’s staff shall record their own dollars on the Dollar Chart. All School Dollars shall be recorded by 2nd Shift on the Dollar Chart (See Attachment B).
- D. Youth can earn eight (8) dollars per school day for exhibiting appropriate behavior and following established classroom directives. Based on the youth’s behavior, the unit schoolteacher shall decide if a youth has failed to earn one or more of the eight (8) possible dollars. The unit teacher shall document the failure to earn dollars on the School Attendance report with a brief comment explaining the reason. The teacher shall then explain the reason to the youth.
- E. A youth who does not attend school due to court, clinic, illness, medical or any other scheduled appointment on or during a school day. Shall be entitled to earn his/her eight (8) school dollars, which will be awarded by 1st shift staff, in addition to the eight (8) unit dollars, contingent on the youth’s behavior during the school day, the dollars shall be awarded by the schoolteacher.
- F. Youth can earn up to ten (10) unit dollars per day for demonstrating appropriate behavior on the unit and maintaining room cleanliness/order (See Table 1).
- G. Failure to earn dollars may be grieved through the formal grievance process.
- H. In the case of Special Needs youth (ITP, ITW, and SOS3), accommodations shall be made through the IEP/MDT process.

Inspections:

Refer to the Policy and Procedure Inspection Matrix.

Foundation:

Title 15 California Codes of Regulations

Procedures:

- Grievance
- Education Program
- Discipline
- Discipline Process

Issued by:


 Michelle Scray Brown, Chief Probation Officer

8-1-17
 Date

Original Issue Date: June 15, 2012
 Revised: August 1, 2017

BEHAVIOR DOLLAR SYSTEM

Attachments:

Attachment A – Behavior Dollar System Guidelines

Attachment B – Dollar Chart

Attachment C – School Attendance report

Attachment D – Misbehavior Categories for Behavior Dollar System

ATTACHMENT A

Behavior Dollar System Guidelines

Youth are expected to follow all staff directives and unit rules for the safety and welfare of the institution.

Each youth will have the opportunity to earn a total of one hundred ten (110) dollars per week.

Youth earning one hundred (100) dollars or more per week shall be considered "Top Dollar Earner" and may receive special privileges, which may include but are not limited to; unit jobs, canteen, and a weekly Honor Night.

Unit staff shall inform and counsel youth on the reason they did not earn the total dollar amount available and provide recommendations on how they can improve.

Reasons for not earning total dollar amount available shall be documented in the Unit Dollar Log Book and/or the School Attendance Report.

Youth may view the Dollar Chart, but are not permitted to view the Unit Dollar Log Book or the School Attendance Report

Staff shall not award dollars that were not earned during a previous shift/day.

ATTACHMENT B

Probation Department JDAC

\$100 Honor Night/ Unit Jobs
 \$90 Good Behavior Call
 Earn \$10 Extra for No Code

DOLLAR CHART

From Date: To Date:

FuMName	Wednesday			Thurs		Thursday			Fri		Friday				Sa	Saturday Sun				Sunday			Monday		Tuesday			Wed		Remaining Bal.				
	2n	Sci	3rd	1st	1	2n	Sc	3rd	1st	2	2n	Sci	3rd	1st	4	2nd	3rd	1st	5	2nd	3rd	1st	6	2nd	Sen	3rd	1st	7	2nd		Sen	3rd	1st	11
	4	8	2	4	1	4	6	2	4	3	4	8	2	4	6	4	2	4	6	4	2	4	7	4	6	7	4	9	4	a	2	4	11	
				0					0					0					0			0					0					0		
				0					0					0					0			0					0					0		
				0					0					0					0			0					0					0		
				0					0					0					0			0					0					0		
				0					0					0					0			0					0					0		
				0					0					0					0			0					0					0		
				0					0					0					0			0					0					0		
				0					0					0					0			0					0					0		
				0					0					0					0			0					0					0		
				0					0					0					0			0					0					0		
				0					0					0					0			0					0					0		
				0					0					0					0			0					0					0		
				0					0					0					0			0					0					0		
				0					0					0					0			0					0					0		
				0					0					0					0			0					0					0		

- 1st Shift, 6am - 2pm *4 Behavior
- 2nd Shift, 2pm - 10pm S4 Behavior
- School Jf Behavior
- 3rd Shift 10pm - 6am %2 Behavior

ATTACHMENT C

JUVENILE COURT SCHOOL ATTENDANCE REPORT UNIT

DATE-

TEACHER

	LAST, FIRST M.I.	EX/UNEX	PTS	COMMENTS
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

	LAST, FIRST M.I.	D.O.B	ETH	DISTRICT	AGE	GR	LANG	EX/UNEX	COMMENTS
1									
2									
3									
4									
5									

ACTION	TIME	NOTES
97 WITH STAFF		
STUDENT CONTACT AM		
98 LUNCH		
STUDENT CONTACT PM		
98 END OF SCHOOL DAY		

ATTACHMENT D
Misbehavior Categories for Behavior Dollar System

CATEGORIES OF MISBEHAVIOR	EXAMPLES OF MISBEHAVIORS	CONSEQUENCES
Warning	Must be Verbalized & Documented	None
Minor Misbehaviors \$1.00-82.00	Minor Horseplay, Refusal of Programming, Disrespectful Comments, Profanity, Use or Possession of Minor Contraband, Dress Code Violation, Refusing to Follow Staff Directives, Refusal to Follow Unit Structure, Room Inspection Failure	Loss of Privileges, Assigned Seating, Essay, Counseling, Verbal Warning
Intermediate Misbehavior \$2.00-53.00	Serious Horseplay, Profanity, Yelling, Offensive Remarks, Lying, Cheating, Verbal Threats, Refusal to Attend School, Suspension from School, Banging on or Kicking Door/Walls, Persistent and/or Repetitive isolations, Disobeying Staff Directives, Disrespectful and/or Poor Staff Interactions, Refusal to Follow Unit Structure	Loss of Privileges, Special Assignments, Assigned Seating
Major Misbehaviors \$3.00-\$4.00	Provoking a fight, participating in a Group Fight, Use or Possession of Dangerous Contraband, Escape Attempt, Specific Verbal Threats of Violence, Assault, Battery, Sexual Misconduct, Destruction of Property, Starting a Fire, Stealing	