



TROTWOOD-MADISON CITY SCHOOL DISTRICT

Our Mission Is 100% Student Success!

**Trotwood-Madison
Board of Education**

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**Trotwood-Madison
Early Learning Center**
4400 North Union Road
Trotwood, Ohio 45426
(937) 854-4511

Madison Park Elementary
301 South Broadway
Trotwood, Ohio 45426
(937) 854-4456

**Westbrooke Village
Elementary**
6500 Westford Road
Trotwood, Ohio 45426
(937) 854-3196

**Trotwood-Madison
Middle School**
4420 North Union Road
Trotwood, Ohio 45426
(937) 854-0017

**Trotwood-Madison
High School**
4440 North Union Road
Trotwood, Ohio 45426
(937) 854-0878

Annual Notification of Positive Behavior Interventions & Support and Restraint/Seclusion

To Parents and/or Guardian:

Trotwood-Madison City Schools is committed to ensuring students are learning in stimulating and supportive environments. Trotwood-Madison staff are committed to prevent the need for the use of student restraints and seclusions by utilizing Positive Behavior Interventions and Supports. Positive Behavior Interventions and Supports (PBIS) is a proactive framework for teaching positive behaviors. The ultimate goal of PBIS is to maximize academic and social behavior outcomes for students.

Trotwood-Madison staff, as determined appropriate by Dr. Cosby, Superintendent, are permitted to physically restrain or seclude a student, but only when there is an immediate risk of physical harm to the student or others, there is no other safe and effective intervention possible, and physical restraint or seclusion is used in a manner that is age and developmentally appropriate and protects the safety of all children and adults in the educational setting. All restraint and seclusion shall only be done in accordance with [Trotwood Madison Board Policy 5630.01](#) and the standards adopted by the State Board of Education. Training in PBIS methods and the use of restraint and seclusion will be provided to staff determined appropriate by the administration and in accordance with State Standards. Only staff trained in permissible seclusion and restraint methods may implement the methods. Every use of restraint and seclusion shall be documented and reported to the Building Principal and the Director of Student Services and Special Education.

The Director of Student Services, Tracey Mallory, will monitor restraint and seclusion reports completed by staff to ensure the PBIS Policy is appropriately implemented. Any parent of a child enrolled in Trotwood-Madison may submit a written complaint to the Director of Student Services, regarding an incident of restraint or seclusion. The complaint [form](#) can be found on the district website under Student Services. The Director of Student Services will investigate each written complaint and respond in writing to the parent's complaint within thirty (30) days of receipt of the complaint. If the parent is not satisfied with the response provided, the parent may file a complaint with local law enforcement or Montgomery County Children's Services.

Your support and cooperation are appreciated. Trotwood-Madison staff is committed to student success. If you have any questions or concerns, please contact your student's building principal. In addition, you can read more about [restraint and seclusion](#) and [PBIS practices](#) on the Ohio Department of Education's [website](#).

<https://education.ohio.gov/Topics/Student-Supports/PBIS-Resources/Policy-Positive-Behavior-Interventions-and-Support>

Thank you,

Tracey Mallory
Trotwood-Madison City Schools
Director of Student Services & Special Education
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traceymallory@trotwood.k12.oh.us