

School-wide Positive Behavior Support: Training Readiness Checklist for Tier 1 Booster/Planning Day

School: _____ District: _____ Date: _____

Documents/Evidence Complete?	Items to Complete Prior to School-wide Booster/Planning Day
<input type="checkbox"/> YES <input type="checkbox"/> NO	1. A Benchmarks of Quality has been completed by the team, the Coach has scored it and submitted it to the PBS Project. Attach a recent copy if not already submitted. Benchmarks Score _____
<input type="checkbox"/> YES <input type="checkbox"/> NO	2. A Positive Behavior Support (PBS) Team is formed and has broad representation (including some School Improvement Team members, a behavior specialist or team member with behavioral expertise, administrator(s), guidance counselor, and regular and special education teachers). List team members and roles:
<input type="checkbox"/> YES <input type="checkbox"/> NO	3. The PBS team is not a “Brand New Team”; most of the team members attended the original 3 day School-wide PBS training (i.e. more than 50% of the original team members).
<input type="checkbox"/> YES <input type="checkbox"/> NO	4. PBS Coaches will attend the School-wide Booster/Planning Day with the team. List PBS Coach that will be supporting your PBS Team:
<input type="checkbox"/> YES <input type="checkbox"/> NO	5. PBS Team commits to meet at least once a month to analyze and problem-solve school-wide data. Describe when you meet or plan to meet (days, location, and time) throughout the school year:
<input type="checkbox"/> YES <input type="checkbox"/> NO	6. Principal or AP who is responsible for making discipline decisions is an active participant on PBS Team and agrees to attend the School-wide Booster/Planning Day. List participating Administrator(s):
<input type="checkbox"/> YES <input type="checkbox"/> NO	7. The district contact or PBS District Coordinator will attend the School-wide Booster/Planning Day with the teams. Lead District Contact:

My signature below indicates that the information above is accurate to the best of my knowledge and I will be in attendance with my complete PBS team for the entire length of the training. I understand that my team will not be eligible for training if these requirements are not met on the day of the training.

Principal/Assistant Principal Signature _____ Date _____

School-wide “Booster” Training Procedures

Definition: A “booster” training involves reviewing the critical elements, establishing clear implementation goals to improve School-wide outcomes, and motivating teams who may have lost their focus. The objective is to increase the school’s effectiveness in implementing the PBS process.

What: The content will be based on the needs of the schools for each district. The content will be based on information from the District Coordinator/Coach/Team and the evaluation results of the Benchmarks of Quality.

Who: (Suggested Guidelines, Exceptions may be made based on individual needs)

The booster training is for schools after their first year of implementing School-wide PBS that have:

- Completed the School-wide training.
- Implemented some of the critical elements.
- Completed and turned in the Benchmarks of Quality with a score in the range of 35%-80%. This will help to assess where the team is in the implementation process.

It is not for:

- Non-implementing Schools (This is defined as not implementing one critical element and/or no longer has a functioning team). These schools should consider if they want to recommit and develop a new team to attend the School-wide Training
- Schools who have not completed and turned in a Benchmarks of Quality or have a score less than 35%.

High Implementing Schools

- Schools who are implementing the critical elements with fidelity.
- Schools with a Benchmarks score of 80% or higher with agreement by the District Coordinator.

When: Training takes place at least a year after the initial School-wide Training. It is suggested to coincide with the intensive 3 day summer training. This training will last ½ day to full day depending on the needs of each district.