

PBIS Implementation Guidance: 2011-2012 School Calendar

Before School Year Begins

Administration	<input type="checkbox"/> Establish Universal Team for PBIS with established roles and responsibilities for each member <input type="checkbox"/> Confirm administration and PBIS team registration and participation in CPS University for PBIS training
PBIS Team	<input type="checkbox"/> Establish team-wide commitment to PBIS implementation with the Team Implementation Checklist <input type="checkbox"/> Conduct PBIS Surveys to self-assess school-wide implementation readiness (SAS) <input type="checkbox"/> Schedule PBIS activities for the year <input type="checkbox"/> Examine past school-wide behavior data for strengths and challenges; complete MAP Tool for long-term planning <input type="checkbox"/> Ensure that a data collection system is in place and in use for gathering information about student behaviors
Teachers	<input type="checkbox"/> Define classroom expectations by creating a classroom behavior management plan <input type="checkbox"/> Plan to communicate behavioral expectations in classroom behavior management plan to students

ONGOING Throughout the Year

PBIS Team	<input type="checkbox"/> Revisit school-wide behavior data for trends, strengths, and challenges; reflect upon implementation and effectiveness of current PBIS expectations; refine PBIS components and MAP accordingly <input type="checkbox"/> Communicate PBIS updates and accomplishments with community (e.g. LSC, parent meetings)
Teacher Teams	<input type="checkbox"/> Reflect upon team-wide implementation and effectiveness of PBIS/classroom expectations; refine implementation
Coaches	<input type="checkbox"/> Attend PBIS Coaches Meetings/trainings/PLC's
Teachers	<input type="checkbox"/> Continue to consistently teach, reflect upon, and refine implementation of classroom and PBIS expectations

First Month of School

Administration	<input type="checkbox"/> Conduct Initial PBIS Kick Off for staff and students to explain rationale for PBIS implementation and gain buy-in
PBIS Team	<input type="checkbox"/> Develop a behavioral matrix with 3-5 school-wide behavioral expectations across all settings with staff input <input type="checkbox"/> Establish an Acknowledgement Plan on a continuum to encourage and celebrate expected behaviors <input type="checkbox"/> Distinguish school-wide office managed from classroom managed behaviors and define appropriate responses <input type="checkbox"/> Create Cool Tools lesson plans and Cool Tools teaching schedule <input type="checkbox"/> Host staff PBIS Orientation to explain rationale for PBIS implementation and gain staff buy-in <input type="checkbox"/> Plan for PBIS Kick Offs and follow up Winter Booster
Teachers	<input type="checkbox"/> Assist PBIS Team in developing Cool Tools lesson plans and teaching schedule <input type="checkbox"/> Implement Cool Tools lessons to communicate and reinforce PBIS and classroom behavioral expectation

Fall (Oct - Nov)

Administration	<input type="checkbox"/> Support delivery of Acknowledgement Plan and include PBIS in any staff meetings
PBIS Team	<input type="checkbox"/> Review or revise Discipline Referral Form for office managed behavior <input type="checkbox"/> Plan and deliver Family PBIS Kick Off

Winter (Dec - Feb)

PBIS Team	<input type="checkbox"/> Develop, schedule, and deliver booster sessions for staff, students, and families as needed (winter booster)
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Spring (Mar - May)

PBIS Team	<input type="checkbox"/> Develop, schedule, and deliver booster sessions for staff, students, and families as needed (spring booster) <input type="checkbox"/> Complete BOQ assessment by the end of the year
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June

Administration	<input type="checkbox"/> Present PBIS Implementation Evaluation and Universal Data Summary to staff
PBIS Team	<input type="checkbox"/> Revisit school-wide behavioral data to identify trends, strengths, and challenges; develop next steps to address concerns in the coming school year and determine need for secondary or tertiary supports <input type="checkbox"/> Conduct End of Year Celebration with students to celebrate improved behaviors and successes
Teacher Teams	<input type="checkbox"/> Revisit team-wide behavioral data to identify trends, strengths, and challenges; develop next steps to address concerns in the coming school year
Teachers	<input type="checkbox"/> Identify times/activities where misbehaviors were most frequent during the past year; plan for the coming year

