2017 Positive Behavioral Interventions and Supports

Fall Academy Registration Check-list

\_\_ Academy Requirements signed and emailed to kelly9@marshall.edu (pg.2)

\_\_ Information sheet reviewed by school administrator

\_\_ Team Registration is completed by school administrator and submitted (pg. 4)

\_\_ PBIS Readiness video reviewed by school faculty (pg. 4)

\_\_ MOU reviewed by school administrator (Will be updated and signed at a later date)

\_\_ All forms should be submitted by September 1, 2017.

**Positive Behavioral Interventions and Supports**

**Academy Requirements**

Prior to registering or agreeing to participate in the 2017 PBIS Fall Academy please review the requirements below. Following your review, check each box indicating your understanding of each item then sign, date and return to kelly9@marshall.edu by September 1, 2017

* The school administrator must attend all three days of the PBIS Academy.
* If the school administrator is absent the team will **not** be able to participate in that day of the academy.
* The school team participating in the academy should be no less than four and no more than six members (you may add to your team after the training).
* The **registered** team members must attend all three days of the PBIS Academy.
* The school administrator is responsible for making sure all required documents are submitted on the final day of training unless unforeseen technical issues arise.
* If the documents are not submitted within two weeks of the due date the school will be removed from PBIS school list. Being removed from this list will disqualify the school for follow-up training and technical assistance.
* At least one team member will bring a laptop or other electronic device in order to have access to the training materials. It is highly recommended that **all** team members bring a lap-top or some type of electronic device.

My signature on this agreement indicates my full understanding and commitment to compliance with the above stated items.

School Administrator Date

**Positive Behavioral Interventions and Supports Academy**

**Information Sheet**

**Description:** The PBIS Fall Academy is a three-day, face-to-face professional learning event held during the fall of 2017. The academy is the initiation of a yearlong training and technical assistance process to support schools while implementing School-wide Positive Behavioral Interventions and Supports (PBIS). In addition to the three-day fall academy school teams will be expected to conduct monthly implementation meetings and attend follow-up professional learning events in the spring of 2018.

**Content:** The PBIS framework is a systematic approach using evidence-based practices and data-based decision making to improve school climate and culture as well as academic outcomes. PBIS encompasses a wide range of systemic and individualized strategies to reinforce desired behaviors, reduce the occurrences of challenging behaviors, and teach appropriate behaviors to students. The training and technical assistance provided as a part of the PBIS Project will be guided by a fidelity measure and action planning process consistent with national research.

**Dates/Locations:** The Cohort 4 PBIS Academies will occur in Huntington and Fairmont.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Academy** | **Day 1** | **Day 2** | **Day 3** | **Location**  |
| Huntington | September 18, 2017 | October 23, 2017 | November 8, 2017 | St Mary’s Education Center |
| Fairmont | September 14, 2017 | October 19, 2017 | November 14, 2017 | Robert H. Mollohan Research Center |

**Participants:** County-level support is essential for all school teams interested in participating the PBIS Project. A building administrator is required to attend all training activities and be actively involved in implementation process. Each school team must have a **minimum of four members** comprised of a broad representation of staff members including, but not limited to:

* School Administrator **(REQUIRED)**
* General Education Personnel (Recommended)
* Special Education Personnel (Recommended)
* Counselor, Psychologist, Social Worker, or Behavior Specialist (Recommended)

**Positive Behavioral Interventions and Supports Academy**

**Registration**

**(Application Process)**

1. The Director of Special Education is to confer with appropriate county personnel to ensure support for the school teams that might be interested in participating in the project.
2. The Director of Special Education should send the information related to the PBIS Project to the school administrator(s) at schools that would benefit from the training and technical assistance to be provided.
3. The school administrator(s) and team should review the information/commitment related to the PBIS Project (MOU attached to email).
4. The school administrator and faculty should view the School-wide Positive Behavioral Interventions and Supports: The Why and How. You can view this presentation using the following link <https://www.dropbox.com/sh/ovcpnx5bi74cebj/AABv1EPNONdpjqcbxT793lZYa?dl=0>
5. If interested in participating in the project the school administrator (if possible but not mandatory) needs to coordinate with the Director of Special Education to complete the **team registration, readiness requirements and implementation assessment with the entire school team at** <https://docs.google.com/forms/d/e/1FAIpQLSfzJA-v8HNrkHrPiBGBlwimMRS_YgseV54quXSot_q0vXWllA/viewform> by September 1, 2017
6. The PBIS Coordinator and Training Team will review the readiness checklists and registration completed by the administrator and select schools for admission into the project.
7. The PBIS Coordinator will notify the school administrator if the school has been accepted to participate in the Fall 2017 PBIS Academy and will provide details specific to the training at a later date.

**Cost:** The WVDE Office of Special Education will pay the cost of materials for all participants in the training sessions. Participating counties will be responsible for paying the participants travel expenses. Additional stipends may be required for individual consultation beyond the school day.

Further Questions Should Be Addressed to:

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PBIS Coordinator

WV Autism Training Center

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