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| **Essential Feature****Topic****Due Date** | **Next Steps For Your Team** | **Activities to do with staff** | **What needs to be done by follow-up date?**  | **What needs to be done by your team?**  | **Who is doing it?**  | **By when?**  |
| **Session 1.1 -TFI Overview**  | * Discuss with your BSS your Strengths, Weaknesses, Inconsistencies
 | TFI Post – It Activity |  |  |  |  |
| **Session 1.2 – Teaming** | * Turn in Roster

<http://wvpbis.org/virtual-academy/session-1-2/> | Team Vision Statement | * Monthly Meetings with Agendas (Minimum)
 |  |  |  |
| **Session 1.3 – Expectations**  | * Watch Videos
* Turn in Matrix or Action Plan for completing Matrix

<http://wvpbis.org/virtual-academy/session-1-3/> | Ideal Student | * Develop Expectations
* Get Feedback on Expectations from Stakeholders
* Develop Matrix
* Get Feedback from Stakeholders
* Developing Lesson Plans or Strategy to Teach Expectations
* Teach the Expectations and Matrix to Students
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| **Essential Feature****Topic****Due Date** | **Next Steps For Your Team**  | **Activities to do with staff** | **What needs to be done by follow-up date?** | **What needs to be done by your team?** | **Who is doing it?** | **By when?** |
| **Session 2.1 – Feedback and Acknowledgment Systems**  | * Watch Videos
* Complete Feedback and Acknowledgement System Worksheet
* Complete Reward Systems Worksheet Completed by Team

<http://wvpbis.org/virtual-academy/session-2-1/> |  | * Gather Feedback from your staff on Feedback and Acknowledgement System and Reward Systems Pre-Planning that was done by the Team
* Schedule and Finalize Plans
* Train Staff
* Implement System
 |  |  |  |
| **Session 2.2 – Discipline Systems**  | * Watch Discipline Systems Videos
* Discipline Systems Worksheet – 10 Prep Questions

<http://wvpbis.org/virtual-academy/session-2-2/> |  | * Watch Videos
* Build your Office Discipline Referral Sheet
* Build your Discipline Flow Chart
* Teach your staff
 |  |  |  |
| **Session 2.3 –** **Data Systems – 11/13/2020** | * Data Systems Worksheet -Part 1 and Part 2

<http://wvpbis.org/virtual-academy/session-2-3/> |  | * Implementing your Data Systems Action Plan
* Begin using your data to guide your meetings
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| **Essential Feature****Topic****Due Date** | **Next Steps For Your Team** | **Activities to do with staff** | **What needs to be done by follow-up date?** | **What needs to be done by your team?** | **Who is doing it?** | **By when?** |
| **Session 3.1****Classroom Systems and SEL** | Action Plan -TFI, Professional Development, and Family<http://wvpbis.org/virtual-academy/session-3-2/> | Classroom Practices Professional Development as scheduled in your Action Plan | * Continued development and progression through your Action Plan
 |  |  |  |
| **Session 3.2****Buy-In and Professional Development** | Professional Development throughout the school year as scheduled in your Action Plan | * Continued development and progression through your Action Plan
 |  |  |  |
| **Session 3.3****Family, Fidelity, and Figuring it Out** | Family and Student Activities as scheduled in your Action Plan | * Continued development and progression through your Action Plan
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