

## Step 1: Identify Important Behaviors & Themes

1. Brainstorm specific behaviors you would like to 'see' students demonstrate in your school and write them down in the left-hand column below. *Consider the emotional engagement, social and emotional behaviors students need to be successful.*
2. Identify themes or characteristics that best describe each behavior. List those themes in the right-hand column.
3. Review the themes in the right-hand column. Circle, highlight or color-code the most common themes and list them in item #4.



Specific POSITIVE Behaviors of a Successful Student	Theme/Characteristic
<ul style="list-style-type: none"> <li>• On-time to school</li> </ul>	Responsible, Respectful
<ul style="list-style-type: none"> <li>• Speaks out and/or stands up for others</li> </ul>	Caring, Supportive, Empathetic
<ul style="list-style-type: none"> <li>• Asks for help, when needed</li> </ul>	Initiative, Self-Advocacy, Self-Aware
<ul style="list-style-type: none"> <li>• Prepared for class/activity</li> </ul>	Readiness, Responsible

# Building School-Wide Expectations - Characteristics of an Ideal Student Activity

4. Common Themes/Characteristics:

Theme/Characteristic	Theme/Characteristic
Example: <i>Responsible</i>	

## Step 2: Check Data

1. List your school's top disciplinary infraction and two other common offenses below.

	Most Common Disciplinary Infraction	Common Disciplinary Offense	Common Disciplinary Offense
<i>Example:</i>	<i>Tardy</i>		

## Step 3: Check Guidelines

1. List the themes from item #4 in the table below and complete the checklist to ensure each theme meets the guidelines for a school-wide expectation.

Theme	Addresses Data	Addresses Mental Health	Addresses Academics	Broadly Stated & Positively Worded	Applies to Everyone	Applies in ALL settings
<b>Example:</b> <i>Responsible</i>	<i>Yes (Tardy)</i>	<i>Somewhat</i>	<i>Yes</i>	<i>Yes</i>	<i>Yes</i>	<i>Yes</i>

# Building School-Wide Expectations - Characteristics of an Ideal Student Activity

## Step 4: Collaborate to Finalize Expectations

1. Develop strategies for collaborating with stakeholders to get input and feedback on the themes to help determine your school's final 3-5 Tier 1 school-wide expectations.
2. Determine how the final expectations will be selected and shared with all stakeholders.

Stakeholder Groups	How will the team share the activity information? (method)	Who will share & when?	How will feedback & input from stakeholders be collected? (method)	How & when will the final ~3-5 expectations be determined and shared?
Staff	<i>Examples: Email, Newsletter, Facebook, <b>All Staff Meeting</b>, etc.</i>		<i>Examples: Padlet, <b>anonymous boxes/buckets near mailboxes or in teacher's lounge</b>, classrooms, etc.</i>	<b>The PBIS Team Determines the Official School-wide Expectations</b>
Students	<i>Examples: <b>Classroom Activity (post-it notes)</b>, Circle Time/Dialog Circle, etc.</i>		<i><b>Post-it notes collected by teachers and then given to the PBIS Team, grade level teams, etc.</b></i>	
Families	<i>Examples: Email, <b>Newsletter</b>, flyer, etc.</i>		<b>QR Code</b> 	