

Sample Training Agenda – August 30th

Overview Training Poster review – Jen (3 min)

- Review critical elements of PBS and where we are in the training process

Feedback on Rules (Posters & criteria for setting up classroom rules) – Susan /Lisa (5 min)

- Provide feedback from the rules activity at the training and the resulting RULES for specific areas on campus. Give criteria for creating classroom rules
 1. Positively stated, measureable and observable
 2. State what students should do versus what not to do
 3. No more than 3 rules per expectation

Teaching Behavior – Jen (7 min)

- Review how to teach the expectations and rules daily

PBS Process (flowchart) – Kim (7 min)

- Discuss procedures and forms

Behavior Tracking Form – Jeff (7 min)

- Explain purpose of the form as a tool for behavior change
 1. Determine patterns of behavior
 2. Track what you have done and what has worked or not worked
 3. Determine next intervention, if needed
- Use with repetitive behaviors, not every minor behavior
- Explain how to complete form - Track only 1 behavior per form
- Attach to the major form for repetitive behaviors that are not responding to interventions

Office-Managed Discipline Referral Form – Keith (5 min)

- How to complete the form – will be returned if incomplete
- Check only 1 item in each category
- Needed for good data collection and problem-solving
- Explain a situation and have everyone fill out one for practice.

Definitions of Problem Behaviors – Lisa (3 min)

- Being developed. Looking at definitions from other schools.
- Review importance of understanding the definitions so behaviors are categorized correctly. (e.g., cursing the teacher should be listed as Profanity before “disrespect”)

Data System for Decision Making – Theresa (7 min)

- Review Big 5 graphs to track Tier 1 behaviors
- Tier 1 data reviewed monthly to make intervention decisions and improve behavior
- Critical data entered is accurate and forms completed correctly.
- Data will be shared with staff regularly so they can see how we are doing, too.

Reward Committee & Rewards Donation Form – Ben & Linda (6 min)

- Announce new Reward Committee members. They will collaborate with PBS team and handle all the details for reward events
- Distribute donation letter. Ask for everyone’s help getting rewards and where to take donations

