

# Halifax County Schools

## Positive Behavior Interventions and Supports

# PBIS Calendar

PBIS Team Leads Meeting		
<del>August 22</del>	<del>September 27</del>	November 29
January 23	March 28	May 16





# PBIS Intervention Process



# Annual Back-to-School Kick-Off

## Administrator Tips

- Promote PBIS at Open House and PTSA meetings
- Plan PBIS Kick-off for staff, students, and parents
- Survey parents for volunteer support for PBIS
- Identify and contact business partners and community resources
- Organize PBIS update for district meetings

## To-Do List

- Set guidelines of teaching schoolwide rules and expectations to teachers
- Review and refine priorities and plan of action utilizing end-of-year data
- Train new teachers and students on tenets of PBIS
- Post and/or update schoolwide expectations signage
- Submit monthly meeting agendas and minutes to Google drive

August 2017						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

# August Team Responsibilities



- Schedule PBIS Team meetings for the year. To qualify for Recognition Criteria, nine meetings should be in place.
- With principal, schedule data sharing meeting
- Schedule refresher training for support staff
- Ensure teachers are aware of expectations to be taught and/or reviewed
- Finalize student recognition plans and guidelines
- Plan staff meeting to discuss PBIS rollout for the school year
- Prepare PBIS video to show students

September 2017						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
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17	18	19	20	21	22	23
24	25	26	27	28	29	30

# September Team Responsibilities



## PBIS Team Lead

- Create email group for PBIS Team
- Plan method to share information from team meetings
- Review TFI protocol

## Administrator

- Include PBIS expectations in parent and student communications
- Work with district and community for schoolwide acknowledgement system
- Daily announcements should reflect PBIS character trait

## PBIS Team

- Plan how new staff and students will be taught PBIS expectations throughout the year
- Review prior year's Office Discipline Referral data
- Begin planning for the school year
- Hold Tier 2 meetings separately to identify students who would benefit from small group intervention outside of schoolwide supports

October 2017						
Su	M	Tu	W	Th	F	S
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22	23	24	25	26	27	28
29	30	31				

# October Team Responsibilities



## PBIS Team Lead

- Review data prior to monthly meeting
- Prepare a calendar with PBIS assemblies and celebrations
- Utilize NCDPI wiki for tools and resources
- Prepare for TFI meeting

## Administrator

- Incorporate time at staff meetings to discuss PBIS levels of support
- Recognize staff for PBIS efforts
- Positively acknowledge students who have displayed improved behaviors
- Add PBIS corner on school webpage

## PBIS Team

- Monitor Incident Report for the first month
- Conduct TFI walkthroughs and TFI inventory meetings
- Complete Self Assessment Survey (SAS)
- Evaluate needs for PD
- Address end-of-year concerns and recommendations from SET evaluation

November 2017						
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# November Team Responsibilities



## PBIS Team Lead

- Review data from SAS and TFI
- Update PBIS communication bulletin board
- Visit NCDPI PBIS wiki for updates and information

## Administrator

- Incorporate time at staff meetings to discuss discipline data
- Identify “hot spots” or behavioral interventions that need additional support
- Talk with teachers to informally evaluate the effectiveness of PBIS in your building

## PBIS Team

- Review Self Assessment Survey (SAS) survey data
- Address concerns in action plan
- Continue TFI walkthroughs and TFI inventory meetings. Once data has been compiled, finalize actions for December submission

December 2017						
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31						

# December Team Responsibilities



## PBIS Team Lead

- Review data and begin Problem-solving process
- Plan to reteach and reinforce expectations following Winter break
- Submit action plan to NCDPI data management site

## Administrator

- Positively acknowledge the PBIS team for supports provided
- Make a positive phone call home to students who have shown growth behaviorally and academically
- Meet with PBIS Team Lead to plan refresher session for all staff
- Problem solve with PBIS on areas of improvement for next year

## Guiding Questions for Reflection

- What problems are occurring?
- Why might it be occurring?
- What solutions have the team identified?
- How will solutions be implemented?
- What data supports the program effectiveness?



# Mid-Year Check-In

Review 1<sup>st</sup> summative data

Hold refresher session with staff and students reinforcing school expectations in “hot spots”

Consider completing a second SAS or TFI to evaluate program effectiveness

January 2018						
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# January Team Responsibilities



## PBIS Team Lead

- Hold refresher session of expectations for students and staff
- Update PBIS bulletin board
- Visit NCDPI, national, and district PBIS wikis for updates and information

## Administrator

- Incorporate time at staff meetings to discuss discipline data
- Identify “hot spots” or behavioral interventions that need additional support
- Talk with teachers to informally evaluate the effectiveness of PBIS in your building

February 2018

Su	M	Tu	W	Th	F	S
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25	26	27	28			

# February Team Responsibilities



## PBIS Team Lead

- Review recognition system and refine as needed
- Visit NCDPI, national, and district PBIS wikis for updates and information

## Administrator

- Positively acknowledge the PBIS team for supports provided
- Consider budget expenditures for this school year
- Recognize staff for PBIS implementation
- Continue with Tier 2 and 3 Student Support meetings

## PBIS Team

- Prepare for SET visits
- Continue with Tier 2 and 3 Student Support meetings
- Share discipline data with staff following refresher sessions
- Compile data for district recognitions

March 2018						
Su	M	Tu	W	Th	F	S
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# March Team Responsibilities



## PBIS Team Lead

- Hold refresher session of expectations for students and staff
- Update PBIS bulletin board
- Visit NCDPI, national, and district PBIS wikis for updates and information

## Administrator

- Positively acknowledge the PBIS team for supports provided
- Identify “hot spots” or behavioral interventions that need additional support
- Recognize staff for PBIS implementation
- Prepare for SET interview

## PBIS Team

- SET visits begin
- Using all PBIS data tools, review and update Plan of Action
- Begin planning for future PBIS modules and trainings needed

April 2018

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29	30					

# April Team Responsibilities



## PBIS Team Lead

- Review SET results with PBIS Team
- Give team a positive boost to keep momentum going
- Plan end of the year schoolwide celebration for students and staff

## Administrator

- Plan refresher activities for students and staff following Spring Break
- Consider budget expenditures for this school year
- Celebrate successes
- Continue with Tier 2 and 3 Student Support meetings

## PBIS Team

- SET visits continue
- Review transition routines and expectations with students to prepare for appropriate behaviors during testing
- Begin planning end of year celebration

May 2018						
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# May Team Responsibilities



## PBIS Team Lead

- Review SET results with PBIS Team
- Submit data for district recognition
- Visit NCDPI, national, and district PBIS wikis for updates and information
- Conduct an end of year celebration

## Administrator

- Plan end of the year schoolwide celebration for students and staff
- Conduct end of year review meeting with PBIS Team
- Continue with Tier 2 and 3 Student Support meetings

## PBIS Team

- Celebrate all successes
- Recognize students and staff for their hard work and accomplishments
- Conduct end of year PBIS survey with staff, students, and parents

June 2018						
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# June Team Responsibilities



## PBIS Team Lead

- Complete data for district recognition
- Visit NCDPI, national, and district PBIS wikis for updates and information
- Review Plan of Action for next school year

## Administrator

- Review and sign PBIS recognition application on NC PBIS Data Management System
- Consider budget expenditures for this school year
- Celebrate successes
- Design next year's schedule to include behavioral instruction

## PBIS Team

- Celebrate all successes
- Recognize students and staff for their hard work and accomplishments
- Conduct end of year PBIS survey with staff, students, and parents