**PBIS Academy Learning Plan**  
**Year 1**

**Cohort**: Cohort 8

**Cohort 8A:** Arlington, Malden, Tritown School Union, Melrose  
**Cohort 8B:** Brockton, Stoughton, Holyoke, Bridgewater-Raynham  
  
**Trainer Names**: Cohort 8A: Karen Robbie & Erik Maki; Cohort 8B: Christine Downs & Marcie Handler

Training content, readings, and resources are available on the [Canvas course page](https://canvas.instructure.com/). Use this link to access the Canvas page. If you need login access, please contact your trainer.

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| Year 1 Readiness Requirements | Who | When | Complete? |
| New School Profile Form | District administrator  School administrator |  |  |
| PBIS Academy Overview meeting | District administrator  School administrator  School PBIS Coaches (if available) |  |  |
| Learning Plan Reviewed and Signed | District administrator  School administrator  TA provider  PBIS Academy coordinator  School PBIS Coach |  |  |
| Roles and Responsibilities Document reviewed and acknowledged | District administrator  School administrator  School PBIS Coaches |  |  |

**Monthly Training Plan**:   
This plan provides an overview of both synchronous and asynchronous training experiences, activities, and goals for Year 1 for school-based teams. We will use this document as well as Canvas to communicate and upload submission documents for review. The table below provides a monthly schedule of training and support with virtual synchronous trainings for coaches, synchronous PBIS Leadership Team trainings, and School PBIS leadership Team meetings. Additionally, under Action Planning Submissions below we indicate which items are to be submitted in [Canvas](https://canvas.instructure.com/), and which items your team should discuss and plan but do not require a submission. Please allow at least 1 hour of time to work with your team monthly to plan and complete activities related to asynchronous content.

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|  | **Training** |  |  | **Action Planning** |
|  | Virtual synchronous trainings for coaches |  | **xxx** | **Submit in Canvas** |
|  | Synchronous team training events |  | xxx | Discuss and plan |
|  | School PBIS leadership Team meetings |  |  |  |

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| **Training Date** | **Format** | **Coaches or Team** | **Content** | **Action Planning Submissions** | **Due Date** |
| **September** | | | | | |
| 9/27/2021  9-10:30 | Synchronous | Coaches | Coaches Meeting |  |  |
|  | Asynchronous | Team | PBIS Overview Module | * **SUBMIT team profile and meeting schedule** | 9/30/2021 |
|  | Asynchronous | Team | Action Planning Module |  |  |
| **October** | | | | | |
| 10/18/2021  8:30 – 11:30 | Synchronous | Team | * Overview of Academy & website * Overview of PBIS * Goals / action planning * Leadership team * Learning History * Behavioral expectations & matrix | * Draft/plan Teaching Matrix * Plan a PBIS overview presentation for staff (by Dec) * Revised Team profile with meeting roles * **SUBMIT action plan with a hope / goal (desired outcome) for PBIS implementation.** | 10/31/2021 |
| **November** | | | | | |
| 11/8/2021  9-10:30 | Synchronous | Coaches | Coaches Meeting | * Plan for soliciting feedback from students and staff on expectations. | 11/30/2021 |
|  | Asynchronous | Team | Teaching SW Expectations | * Action plan how lesson plans will be developed. | 11/30/2021 |
|  | TA provider / Team meeting check-in | Team | Check in and support on current action plan. |  |  |
| **December** | | | | | |
| 12/13/2021  9-10:30 | Synchronous | Coaches | Coaches Meeting | * Plan for engaging students and staff in teaching expectations | 12/31/2021 |
|  | Asynchronous | Team | Acknowledgement Systems | * Develop calendar and lesson plans for teaching SW expectations. * **SUBMIT teaching matrix** * **SUBMIT action plan for sharing with and getting feedback from staff and students** | 12/31/2021 |
| **January** | | | | | |
| 1/24/2022  8:30 – 11:30 | Synchronous | Team | * Review Teaching SW Expectations and Acknowledgement Systems * Check-in on leadership team composition and procedures * Complete TIC | * Develop acknowledgement system for students and staff. * Plan for engaging students and staff in development and implementation of acknowledgement system * **SUBMIT drafted lesson plans for key locations** * **SUBMIT acknowledgement worksheet** * **SUBMIT updated action plan after completing TIC** | 1/31/2022 |
| **February** | | | | | |
| 2/7/2022  9-10:30 | Synchronous | Coaches | Coaches Meeting | * Plan how to engage staff in developing classroom matrices | 2/28/2022 |
|  | Asynchronous | Team | Classroom Matrix | * Draft a sample classroom matrix | 2/28/2022 |
| **March** | | | | | |
| 3/7/2022  9-10:30 | Synchronous | Coaches | Coaches Meeting | * Schedule TFI | 3/30/2022 |
|  | Asynchronous | Team | Continuum for Responding to Behavior Errors | * Develop measurable, observable definitions for problematic behavior. Differentiate between major and minor behavior errors * **SUBMIT draft of sample classroom matrix** * **SUBMIT updated action plan** | 3/30/2022 |
|  | Asynchronous | Team | TFI Overview |  | 3/30/2022 |
|  | TA provider / Team meeting check-in | Team | Check in and support on current action plan. |  |  |
| **April** | | | | | |
| 4/4/2022  9-10:30 | Synchronous | Coaches | Coaches Meeting | * Plan how to share data and goals with stakeholders | 4/30/2022 |
|  | Asynchronous | Team | Existing data sources and planning outcomes. | * Identify at least 1 potential evaluation question and complete the PBIS outcome evaluation activity | 4/30/2022 |
|  | Asynchronous | Team | SAS & School Climate Overview | * **SUBMIT behavior definitions organized by major vs. minor** | 4/30/2022 |
| **May** | | | | | |
| 5/23/2022  8:30– 3:30 | Synchronous | Team | * Brief review of classroom matrix, continuum of responding, data sources & outcomes * Planning the beginning of the year / rollout * Complete TIC | * Develop plan for PBIS rollout to staff and students. * **SUBMIT draft of discipline ladder or flowchart.** * **SUBMIT example of sharing and gathering from at least 2 stakeholder groups on 1 or more products** * **SUBMIT updated action plan after completing TIC** | 5/30/2022 |
|  |  | Team and TA Provider | Tiered Fidelity Inventory - Tier 1 with Walkthrough | * Complete TFI and Walkthrough * Set priorities and revise action plan | 6/5/2022 |
| **June** |  |  |  |  |  |
| 6/6/2022  9-10:30 | Synchronous | Coaches | Coaches Meeting | * Finalize schedules and rollout plan | 6/30/2022 |
|  | Asynchronous | Team | * Planning for Implementation / Rollout | * **SUBMIT PBIS handbook or training documents for students and staff** * **SUBMIT outcome evaluation activity with 1+ evaluation question** * **SUBMIT completed rollout checklist** | 6/30/2022 |
|  | TA provider / Team meeting check-in | Team | Check in and support on current action plan. |  |  |

**Team meeting schedule:**

Please share your team meeting schedule with your TA provider. Your TA provider will work with coaches to attend and support at least three team meetings per year.

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| **Month** | **Date** | **Time** | **Location / Video Meeting link** |
| September |  |  |  |
| October |  |  |  |
| November |  |  |  |
| December |  |  |  |
| January |  |  |  |
| February |  |  |  |
| March |  |  |  |
| April |  |  |  |
| May |  |  |  |
| June |  |  |  |

I acknowledge that I have reviewed and will support our school team members to access and complete the above content and action items according to the above agreed upon schedule.

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District Administrator School Administrator

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School Coach

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Assigned TA Provider PBIS Academy Coordinator