

MEMORANDUM

To: Special Education Directors and Superintendents

From: Ann Larsen, Special Education Programs Director
Rebecca Cain, special Education Programs

Date: March 21, 2011

Re: School-Wide Positive Behavioral Interventions and Supports (SW-PBIS)

APPLICATION FOR PARTICIPATION IN SCHOOL-WIDE POSITIVE BEHAVIORAL INTERVENTIONS AND SUPPORT

*****If you are already a PBIS school with the state initiative you do not need to reapply.*****

Application Due Date: April 29, 2011

Positive Behavioral Interventions and Supports, or PBIS, is comprised of a broad range of systemic school-wide, group and individualized strategies for achieving important social and learning outcomes while preventing problem behavior with all students. PBIS is not a specific "model" but a compilation of effective practices, interventions and systems change strategies that have been proven to be empirically effective and efficient. PBIS has relevant applications to educating all children and youth in schools or other community settings.

Considerations and Expectations for Involvement

The South Dakota Department of Education will accept applications from schools/districts to participate in this PBIS initiative. At the onset, schools/districts will be encouraged to review and consider local data, resources and the commitments outlined in this application in making the decision to participate. Districts and schools must then examine the data and look for trends regarding the following components:

- number of office discipline referrals
- drop-out rate
- limited access to behavioral interventions
- the level of programming available or currently being implemented

Participation Commitments

Schools that note some or all of these trends are encouraged to apply to become a PBIS School/District as a method to improve outcomes related to student behavior and academic achievement. A district can choose to implement PBIS at any or all grade

level(s) or at any number of individual school buildings. The following commitments are expected if a school chooses to participate:

- Assign/identify administrative support and coordination at the district level. Administration will demonstrate 100% buy-in for PBIS implementation and program sustainability.
- Ensure administrative support at all levels of the local system (i.e., school board, superintendent, principal, etc.)
- Each participating school will assign a PBIS Coach who will provide leadership to the school level team as well as the rest of the school staff
- Ensure the coach function is assigned and supported by administration.
- Participating schools will make PBIS one of the top three school improvement goals until the program is fully implemented and self-sustaining.
- At least 80% of **all** school staff will demonstrate buy-in and support for program sustainability.
- The school level team will attend the two-day team training the first year to learn how to be a supportive structure within their school.
- The school level team will meet at least one time per month to plan and support school staff and the strategies being implemented.
- The school level team will analyze the data and utilize the findings to guide staff in the implementation of PBIS.

Department of Education Commitment

South Dakota's Special Education Programs recognized the need for a statewide behavior initiative and is committed to supporting local implementation of PBIS. To this end, the South Dakota Department of Education commits to:

- Funding for training to include: All state-sponsored PBIS training is free to all schools in the PBIS initiative.
- Providing first-year grants of \$2,300 to local schools to help offset some of the implementation costs.

Training

South Dakota has developed an in-state training network consisting of four trainers across the state. These individuals will be providing two-day trainings for school PBIS teams. At this time, we have one training scheduled for the west river area for July 28 and 29, 2011. Additional trainings will be set up according to the location of the schools accepted for this year's cohort. Generally, training will focus on the following components:

- systems change that develops system capacity to support and sustain the change needed to produce long-term positive outcomes.
- effective disciplinary principles and practices
- data-based decision making and evaluation of instructional strategies and curriculum components
- developing school wide expectations
- developing methods to teach expectations and rules to students and staff
- developing an implementation plan for delivering information to students and staff.
- developing a school-wide positive behavior reinforcement plan

(See application form next page.)

APPLICATION

District: _____ School: _____

Address: _____

Contact Person: _____ Telephone: _____

Email: _____ Fax: _____

Please answer the following application questions:

- 1) What is the primary reason your school/district is applying to the South Dakota PBIS Initiative?
- 2) Describe how you will support the professional development and meeting time requirements of your PBS team for transportation, lodging expenses, substitute teachers, etc.
- 3) Describe how you perceive your student population, staff, and families will benefit from PBS (e.g., increase in academic engaged time, increase in student achievement, decrease in number and severity of discipline referrals).
- 4) Do you have a team that meets regularly to discuss academic, behavioral and discipline concerns of your students? Please describe.
- 5) What type of financial commitment will your school/district make in order to sustain your PBIS efforts while state funding is being phased out?
- 6) How does your school address the behavior and mental health needs of your students?

Provide a list of all team members, their school role, phone and email:

Name	Role	Phone	Email
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Letter of assurance/commitment from team members

On school or district letterhead, please have each of the 5-7 PBIS members (including at least one school administrator) provide the following assurances:

- As a member of the team, I will actively participate in **one, two-day** PBIS team training activity. This training will take place west river on July 28 and 29, 2011 in the Rapid City area or east river at a date and location to be determined. The east river training will take place during the summer months and will be determined by the location of the accepted schools. Team coaches will be required to attend an additional training dealing with coaching strategies, to be scheduled for some time after school begins.
- As a member of the team, I will attend all monthly meetings;
- As a member of the team, I will implement the PBIS model;
- As a member of the team, I will provide training in PBIS to peers and parents.

Letter of Commitment

As a PBIS site, each local school district must commit to the following criteria:

1. Behavior management/social skills development identified as one of the three primary goals within the district.
2. Statement of commitment to attend all appropriate training session from each local leadership team member.
3. Documented support from a majority (**80%**) of the school's staff, **including the building principal and district administrator**, sharing a desire to create a supportive school climate.
4. Letter of Commitment must be received by **April 29, 2011**.

We, the undersigned, endorse, support and comply with the requirements of the application for the school/district to develop a South Dakota's PBIS leadership team.



800 Governors Drive
Pierre, SD 57501-2294

T 605.773.3134
F 605.773.6139
www.doe.sd.gov

Superintendent

Print Name: _____

Signature

Date

Building Principal

Print Name: _____

Signature

Date

Please complete application and **return it by April 29, 2011 to:**
Department of Education
Rebecca Cain
800 Governors Dr
Pierre, SD 57501

If you have any questions regarding the application or PBIS, please contact Rebecca Cain at Rebecca.cain@state.sd.us or (605) 280-3568.

Additional information on PBIS can be found at:

www.pbis.org

<http://flpbs.fmhi.usf.edu>

<http://doe.sd.gov/oess/specialed/forms/index.asp> (scroll down to the Positive Behavioral Interventions and Supports link)