**TIER 1 TEAM ANNUAL PLANNING**

**School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ School Year: \_\_\_\_\_\_\_\_\_\_\_\_**

**School-wide Committee Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Team Members**

|  |  |  |
| --- | --- | --- |
| **Name** | **Building Role** | **Team Role** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Team Meeting Dates & Times**

|  |  |  |  |
| --- | --- | --- | --- |
| **Month** | **Date & Time** | **Month** | **Date & Time** |
| **July** |  | **January** |  |
| **August** |  | **February** |  |
| **September** |  | **March** |  |
| **October** |  | **April** |  |
| **November** |  | **May** |  |
| **December** |  | **June** |  |

**Instructional Activities:**

**Schedule for Teaching Expectations to Staff & Students**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Lesson / Activity** | **Who’s Teaching** | **Who’s Learning** | **Date** | **Time** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Acknowledging School-wide Behaviors:**

**Schedule for Celebrations, Events, or Activities for Students & Staff**

|  |  |  |
| --- | --- | --- |
| **Month** | **Activity** | **Who** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Communication: Quarterly Updates**

|  |  |  |  |
| --- | --- | --- | --- |
| **Time of Year** | **Date of Staff Meeting** | **Data & Activities to Present to Staff \*** | **WHO will present information** |
| **Onset of School Year** |  | * Updated information about SW goals, initial lessons for staff and students, celebrations * Summary of data from previous school year * Team Activities |  |
| **Fall** |  | * Tier 1 Fidelity update (e.g., PBIS – TFI, RC walkthrough, SEB self-check) * Outcome data (e.g., ODR data, school climate survey data) * Team Activities |  |
| **Winter** |  | * Tier 1 Fidelity update (e.g., PBIS Classroom self-assessment, Second Step checklist) * Outcome data (e.g., attendance, grades, nurse visits) * Team Activities |  |
| **Spring** |  | * Tier 1 Fidelity update (e.g., PBIS – TFI, RC walkthrough, SEB self-check) * Outcome data (e.g., ODR data, school climate survey data) * Team Activities |  |

\*these are examples of types of information to share with staff but can be expanded to include other stakeholders such as families and community members

**Data: Evaluation Measures**

|  |  |  |  |
| --- | --- | --- | --- |
| **Data Source \*** | **Planned Date** | **Who will bring data to the Tier 1 Team Meeting** | **Meeting date data will be reviewed** |
| **Fidelity Data**  (PBIS TFI/SEL tool) | ***(Fall / Spring)*** |  |  |
| **Student Data**  (ODR, Attendance) |  |  |  |
| **Survey Data**  (School Climate, PBIS Self-Assessment) |  |  |  |
| **Other Data** |  |  |  |

\*these are examples of areas to review and types of data

**Data-Based Decision-Making: Annual Goals**

|  |  |  |
| --- | --- | --- |
| **Goals based on Fidelity Data** | **Who** | **When** |
|  |  |  |
|  |  |  |
|  |  |  |
| **Goals based on Student Outcome Data** | **Who** | **When** |
|  |  |  |
|  |  |  |
|  |  |  |
| **Other Goals** | **Who** | **When** |
|  |  |  |
|  |  |  |
|  |  |  |

**Tier 1 Supports for Groups not Responding to Interventions:**

**Schedule for Re-training & Meetings to Review Progress \***

|  |  |  |  |
| --- | --- | --- | --- |
| **Month** | **Activity, Date & Time** | **Month** | **Activity, Date & Time** |
| **September** |  | **February** |  |
| **October** |  | **March** |  |
| **November** |  | **April** |  |
| **December** |  | **May** |  |
| **January** |  | **June** |  |

\* e.g., this could include school-wide “boosters” or “refreshers” school-wide or by team / grade level