

2021 PBIS District Coordinator and Coach Year-at-a-Glance

Month	EVALUATION	TRAINING	TECHNICAL ASSISTANCE	MEETINGS
July	<ul style="list-style-type: none"> ❑ <i>Review</i> district academic, discipline and special education data and district action plan ❑ <i>Review</i> competed SAS with Tier 1 Team during Training 	<ul style="list-style-type: none"> ❑ <i>Review</i> District Training Plan ❑ <i>Organize</i> district for trainings/conferences ❑ <i>Coffee w/Consultants 7.15.21</i> 		<ul style="list-style-type: none"> ❑ <i>Schedule</i> dates and topics for District Leadership Team meetings ❑ <i>Schedule</i> dates and topics for meeting with District Administrator for positive behavior support ❑ <i>Schedule</i> dates and topics for Building-based Coaches meetings
August	<ul style="list-style-type: none"> ❑ <i>Update</i> school list and contact info (principal, building and district coach, superintendent, special ed director) & send updated list to MWPBIS ❑ <i>Prompt</i> schools to become familiar with pbisapps.org and SWIS ❑ <i>Remind</i> schools to input SWIS school data (enrollment, ethnicity, # of days per month, etc.) & look for system updates 	<ul style="list-style-type: none"> ❑ <i>Participate</i> in district and building school kick off trainings 	<ul style="list-style-type: none"> ❑ <i>Provide</i> TA to Tier 1 Teams: <ul style="list-style-type: none"> ▪ School-wide data ▪ Yearly team meeting schedule ▪ Communicating with staff ▪ Orienting new team members ▪ Kick-off events & follow-up evaluations ▪ Annual teaching & acknowledgement plans ▪ Schedule of celebrations based on action plan 	<p style="text-align: center;">Ongoing:</p> <ul style="list-style-type: none"> ❑ <i>Prepare</i> agenda & materials for District Leadership Team meeting ❑ <i>Prepare</i> agenda & materials for meeting with District Administrator for positive behavior support ❑ <i>Prepare</i> agenda & materials for Building-based Coaches meeting
September	<ul style="list-style-type: none"> ❑ <i>Prompt</i> teams to review TFI and track progress on action steps 	<ul style="list-style-type: none"> ❑ <i>Participate</i> in planned team and/or coaches trainings 	<ul style="list-style-type: none"> ❑ <i>Provide</i> TA to Tier 1 Teams: <ul style="list-style-type: none"> ▪ School-wide data ▪ Communicating with staff ▪ Data coordination with Secondary ▪ Review & update Action Plan ▪ Teaching practices, celebrations, staff data update ▪ Scheduling fall school board presentation ▪ Results from kick-off evaluations 	<p style="text-align: center;">Ongoing:</p> <ul style="list-style-type: none"> ❑ <i>Prepare</i> agenda & materials for District Leadership Team meeting ❑ <i>Prepare</i> agenda & materials for meeting with District Administrator for positive behavior support ❑ <i>Prepare</i> agenda & materials for Building-based Coaches meeting

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October	<ul style="list-style-type: none"> <input type="checkbox"/> <i>Continue Tracking</i> progress on TFI and action steps 	<ul style="list-style-type: none"> <input type="checkbox"/> <i>Participate</i> in planned team and/or coaches trainings 	<ul style="list-style-type: none"> <input type="checkbox"/> <i>Provide TA</i> to Universal Teams: <ul style="list-style-type: none"> ▪ School-wide data ▪ Teaching practices, celebrations, staff data update ▪ Fall booster planning ▪ Action planning using SAS results 	<p style="text-align: center;">Ongoing:</p> <ul style="list-style-type: none"> <input type="checkbox"/> <i>Prepare</i> agenda & materials for District Leadership Team meeting <input type="checkbox"/> <i>Prepare</i> agenda & materials for meeting with District Administrator for positive behavior support <input type="checkbox"/> <i>Prepare</i> agenda & materials for Building-based Coaches meeting
November	<ul style="list-style-type: none"> <input type="checkbox"/> <i>Continue tracking</i> progress on TFI and action steps 	<ul style="list-style-type: none"> <input type="checkbox"/> <i>Participate</i> in planned team and/or coaches trainings 	<ul style="list-style-type: none"> <input type="checkbox"/> <i>Provide TA</i> to Tier 1 Teams: <ul style="list-style-type: none"> ▪ School-wide data ▪ Teaching practices, celebrations, staff data update ▪ Plan for school board presentation ▪ Review/revise action plan ▪ Fall booster activities 	<p style="text-align: center;">Ongoing:</p> <ul style="list-style-type: none"> <input type="checkbox"/> <i>Prepare</i> agenda & materials for District Leadership Team meeting <input type="checkbox"/> <i>Prepare</i> agenda & materials for meeting with District Administrator for positive behavior support <input type="checkbox"/> <i>Prepare</i> agenda & materials for Building-based Coaches meeting
December	<ul style="list-style-type: none"> <input type="checkbox"/> <i>Prompt</i> teams to share Universal data with staff 	<ul style="list-style-type: none"> <input type="checkbox"/> <i>Participate</i> in planned team and/or coaches trainings 	<ul style="list-style-type: none"> <input type="checkbox"/> <i>Provide TA</i> to Universal Teams: <ul style="list-style-type: none"> ▪ School-wide data ▪ Teaching practices, celebrations, staff data update ▪ Review/revise action plan ▪ Plan for winter booster ▪ Fall school board presentation 	<p style="text-align: center;">Ongoing:</p> <ul style="list-style-type: none"> <input type="checkbox"/> <i>Prepare</i> agenda & materials for District Leadership Team meeting <input type="checkbox"/> <i>Prepare</i> agenda & materials for meeting with District Administrator for positive behavior support <input type="checkbox"/> <i>Prepare</i> agenda & materials for Building-based Coaches meeting

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January	<ul style="list-style-type: none"> ❑ <i>TFI suggested completion: January through April</i> 	<ul style="list-style-type: none"> ❑ <i>Participate in planned team and/or coaches trainings</i> 	<ul style="list-style-type: none"> ❑ <i>Provide TA to Tier 1 Teams:</i> <ul style="list-style-type: none"> ▪ School-wide data ▪ Teaching practices, celebrations, staff data update 	<p style="text-align: center;">Ongoing:</p> <ul style="list-style-type: none"> ❑ <i>Prepare agenda & materials for District Leadership Team meeting</i> ❑ <i>Prepare agenda & materials for meeting with District Administrator for positive behavior support</i> ❑ <i>Prepare agenda & materials for Building-based Coaches meeting</i>
February	<ul style="list-style-type: none"> ❑ <i>Prompt teams to complete the TFI</i> 	<ul style="list-style-type: none"> ❑ <i>Participate in planned team and/or coaches trainings</i> ❑ <i>Begin scheduling trainings for next year budgeting</i> 	<ul style="list-style-type: none"> ❑ <i>Provide TA to Tier 1 Teams:</i> <ul style="list-style-type: none"> ▪ School-wide data ▪ Teaching practices, celebrations, staff data update ▪ Plan for spring booster 	<p style="text-align: center;">Ongoing:</p> <ul style="list-style-type: none"> ❑ <i>Prepare agenda & materials for District Leadership Team meeting</i> ❑ <i>Prepare agenda & materials for meeting with District Administrator for positive behavior support</i> ❑ <i>Prepare agenda & materials for Building-based Coaches meeting</i>
March	<ul style="list-style-type: none"> ❑ <i>Prompt schools that completed SAS last spring to plan/complete during “open window” dates</i> ❑ <i>Prompt teams to complete and enter TFI scores at pbisapps.org by April 30th</i> 	<ul style="list-style-type: none"> ❑ <i>Participate in planned team and/or coaches trainings</i> ❑ <i>Regional Coaching for School and District Leaders training 3.10.21</i> ❑ <i>Coffee w/Consultants 3.12.21</i> ❑ <i>Regional Tiered Fidelity Inventory training-Tier 1 3.24.21</i> ❑ <i>Regional Tiered Fidelity Inventory training-Tier 2/3 3.31.21</i> 	<ul style="list-style-type: none"> ❑ <i>Provide TA on Tier 1 Systems:</i> <ul style="list-style-type: none"> ▪ School-wide data ▪ Teaching practices, celebrations, staff data update ▪ Review/revise action plan ▪ Spring booster activities 	<p style="text-align: center;">Ongoing:</p> <ul style="list-style-type: none"> ❑ <i>Prepare agenda & materials for District Leadership Team meeting</i> ❑ <i>Prepare agenda & materials for meeting with District Administrator for positive behavior support</i> ❑ <i>Prepare agenda & materials for Building-based Coaches meeting</i>

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April	<ul style="list-style-type: none"> ❑ <i>Prompt to complete the SAS on pbisapps.org</i> 	<ul style="list-style-type: none"> ❑ <i>Participate in planned team and/or coaches trainings</i> ❑ <i>PBIS District Awareness training 4.14.21, 4.28.21</i> ❑ <i>Coffee w/Consultants 4.16.21</i> ❑ <i>District Coaches Cadre 4.29.21</i> 	<ul style="list-style-type: none"> ❑ <i>Provide TA on Tier 1 Systems:</i> <ul style="list-style-type: none"> ▪ School-wide data ▪ Teaching practices, celebrations, staff data update ▪ Review/revise action plan ▪ Plan for end-of-year school board presentation ▪ Plan for team membership changes 	<p style="text-align: center;">Ongoing:</p> <ul style="list-style-type: none"> ❑ <i>Prepare agenda & materials for District Leadership Team meeting</i> ❑ <i>Prepare agenda & materials for meeting with District Administrator for positive behavior support</i> ❑ <i>Prepare agenda & materials for Building-based Coaches meeting</i>
May	<ul style="list-style-type: none"> ❑ <i>Review SAS results with teams</i> ❑ <i>Action plan using results of TFI with teams</i> 	<ul style="list-style-type: none"> ❑ <i>Participate in planned team and/or coaches trainings</i> ❑ <i>PBIS District Awareness training 5.5.21</i> ❑ <i>Coffee w/Consultants 5.7.21</i> ❑ <i>PBIS District Awareness training 5.12.21</i> 	<ul style="list-style-type: none"> ❑ <i>Provide TA on Tier 1 Systems:</i> <ul style="list-style-type: none"> ▪ School-wide data ▪ Teaching practices, celebrations, staff data update ▪ Action Plan for next year ▪ Spring school board presentation ▪ Assess training needs for next school year & share with TAC ▪ Plan for any team summer work days, if applicable ▪ Action planning using SAS and TFI results 	<p style="text-align: center;">Ongoing:</p> <ul style="list-style-type: none"> ❑ <i>Prepare agenda & materials for District Leadership Team meeting</i> ❑ <i>Prepare agenda & materials for meeting with District Administrator for positive behavior support</i> ❑ <i>Prepare agenda & materials for Building-based Coaches meeting</i>

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June		<ul style="list-style-type: none"> ❑ <i>Participate in planned team and/or coaches trainings</i> ❑ <i>Regional Coaching for School and District Leaders Training 6.9.21</i> ❑ <i>PBIS Tier 1 Team Training 6.10.21 & 6.11.21</i> ❑ <i>PBIS Tier 1 Team Booster Training 6.15.21</i> ❑ <i>PBIS Tier 1 Team Training 6.16.21 & 6.17.21</i> ❑ <i>Classroom Strategies Modules 1 & 2 Training 6.23.21</i> ❑ <i>Classroom Strategies Modules 3 & Training 6.24.21</i> ❑ <i>Classroom Strategies Modules 5 & 6 Training 6.25.21</i> 		<p style="text-align: center;">Ongoing:</p> <ul style="list-style-type: none"> ❑ <i>Prepare agenda & materials for District Leadership Team meeting</i> ❑ <i>Prepare agenda & materials for meeting with District Administrator for positive behavior support</i> ❑ <i>Prepare agenda & materials for Building-based Coaches meeting</i>

