



School Readiness Agreement

School Name: _____ Date: _____
 Contact Name: _____ Email: _____

Research in systems change and school-wide positive behavior intervention and support (SW-PBIS) has led to this list of factors that facilitate outcomes, sustainability, and scalability of PBIS. The following checklist is based on the published *SW-PBIS Implementation Blueprint and Self-Assessment* (2010). The purpose of this agreement is to insure positive outcomes for students, teachers, and school districts by requiring the completion of this agreement before receiving sponsored training.

Item to Complete	Documentation or Artifact <input checked="" type="checkbox"/> Provide Details	<input checked="" type="checkbox"/> Will be In Place by Date...
Leadership Team		
School PBIS Leadership Team will be established and include 8-10 members: administrator, general education teacher, special education teacher, non-classroom staff, behavior specialist (psychologist, counselor, social worker, BCBA), parent, and student (required for high school teams).	List team member and school title:	
School PBIS Leadership Team meetings will be held on a regular basis (at least twice monthly in first year).	List meeting dates & time:	
School PBIS Leadership Team will participate in an awareness presentation summarizing the school-wide PBIS process and commitment or will watch and discuss Creating the Culture of PBIS http://vimeo.com/3744737 .	List training date & presenter:	
Coordination		
Schools will collaborate with the district appointed PBIS Coordinator to manage SW-PBIS activities. This person should be able to communicate effectively between the district and school teams.	List School PBIS Coordinator (name, title, phone, email):	
Funding		
School will allocate/secure additional funding in their school budget for development and maintenance of SW-PBIS for at least 3 years.	Identify funding sources:	
Visibility		
All school staff will participate in an awareness presentation summarizing the school-wide PBIS process and commitment.	List training date & presenter:	
Majority of your faculty, staff, and 100% of administrators support implementing SW-PBIS for the next 3-5 years.	Share description/results of voting process:	
Political Support		
School-wide behavior support (school climate, culture, safety, behavior, discipline) will be one of the top three school improvement goals and School vision/mission will reflect a commitment to school-wide behavior support (within year).	Attach a copy of school improvement goals.	



School will provide a letter of support signed by the Principal to school staff that commits to implementing SW-PBIS and a 3-5 year systems change process.	Attach a copy of signed letter of support.	
School will provide an annual letter of support signed by the Principal to school staff on the importance of implementation fidelity, data collection/analysis/sharing and encourage participation of school staff in ongoing training opportunities.	Attach a copy of the signed letter of support.	
Training Capacity		
School agrees to provide PBIS Leadership Team with time for multiple days of training and meetings during each of the first three year of implementation.	Signature:	
School administrator will actively participate in all trainings, school meetings, and engage in additional work as needed in order to fully prepare and maintain a SW-PBIS system.	List assigned administrator (name, title, phone, email):	
School PBIS Leadership Team will actively participate in all trainings, school meetings, and engage in additional work as needed in order to fully prepare and maintain a SW-PBIS system.	Signature:	
Coaching Capacity		
District will assign a coach to all schools who will be assigned to your school and will actively participate in all trainings and PBIS implementation activities.	List District Coach (name, title, phone, email):	
Evaluation Capacity (Evaluation data may be requested by funding agency)		
School agrees that behavior data will be entered into a database meeting the <i>Student Information System (SIS) Data-Analysis Demonstration (DAD)</i> criteria and grant representative approval.*	Data entry person (name, title, phone, email): Approved SIS: (SWIS or list name of SIS)	
School agrees to adapt their current Office Discipline Referral (ODR) form to meet PBIS data collection requirements (or use district adapted ODR form).	Agree to adapt ODR or use new ODR form provided by District:	
School will assess <u>PBIS Fidelity</u> annually using the tools in the national PBIS database www.PBISapps.org and will share with District PBIS Coordinator.	Signature:	
School will assess <u>PBIS Outcomes</u> annually using a Data Audit Tool, SAS Survey results, and Behavior Data and will report outcomes to District PBIS Coordinator.	Signature:	

June 2013

* SWIS database meets SIS-DAD criteria and is used nationally by PBIS schools. Created by the federally funded PBIS.org and securely operated on dedicated servers at the University of Oregon.
<https://www.pbisapps.org/Applications/Pages/SWIS-Suite.aspx>