**Phase 3 Positive Behavioral Support (PBS) Recognition Application**

**Tier 2 - Targeted Team (Problem Solving Conversations)**

This application is for Phase 3 of a multi-phase, DE-PBS recognition system. The complete recognition system includes several levels of recognition that encompass the universal, targeted and intensive levels of a multi-tiered system of behavioral support.

This application includes three sections:

* Program Components,
* Products for Submission, and
* Reflection Prompt.

Please note that ALL requirements must be submitted online by the deadline. **Teams will NOT be prompted to submit missing items.**

**INSTRUCTIONS:**

1. As a team, review application and Phase 3&4 Frequently Asked Questions. Determine if Phase 3 requirements are a good match for implementation efforts this school year.
2. Inform your DE-PBS District Coach(es) of your application. Remember that coaches are a great resource to help in preparation and review of applications!
3. Use Word version of the application to prepare content for online submission.
4. Designate point of contact in Summer 2018.
5. Designate team member to submit online application, see DE-PBS website under “Recognition”. <http://wh1.oet.udel.edu/pbs/recognition/applications/>
6. Complete online application and upload the required supporting documentation by **Friday, June 29, 2018.**
7. **NOTE:** If the school’s point of contact does not receive a confirmation of application receipt by ***July 16, 2018***, they *must* contact project staff.

Questions may be directed to your DE-PBS Coach(es) or Sarah Hearn at [skhearn@udel.edu](mailto:mebling@udel.edu) .You are also invited to visit the PBS website at [www.delawarepbs.org](http://www.delawarepbs.org) for additional information and resources related to the recognition application process.

Notification regarding receiving Phase 3 Recognition will be sent to schools the week of September 17, 2018.

**DE-PBS Recognition Application for Phase 3:**

**Tier 2 - Targeted Team (Problem Solving Conversations)**

Please fill in the following information:

|  |  |
| --- | --- |
| **District** | **School Name** |
|  |  |
| **Name of staff member filling out this application for the team** | **Point of contact in Summer 2018 (name + email)** |
|  |  |

**I. Phase 3: Tier 2 - Targeted Team (Problem Solving Conversations) - Program Components**

Please review the items below. Check off the components that were in place in the school during the 2017-2018 academic year. Please note: You **do not** need to submit all of the items, however as part of our review process we may randomly request documentation from schools.

|  |  |  |  |
| --- | --- | --- | --- |
| Tier 2 Problem Solving Team Leader identified and trained | | Prescheduled Problem Solving Team conversations occur at least monthly | |
| T2 behavioral interventions are selected for students based on the function of their behavior and skills needed to support (skill building vs. relationship building) | | Staff receives information on Tier 2 supports available and how to access targeted team for support | |
| Process created to coordinate with School-wide PBS team | Graduation/intervention exit criteria set for each intervention and includes plan for post-intervention support. | | Progress Monitoring System in place that includes timely entering of data for **specific student** data tracking |

**II. Phase 3: Tier 2 - Targeted Team (Problem Solving Conversations) - Products for Submission**

**These items will be uploaded individually as part of the application.**

1) Summary of decision rules used to identify students who are in Tier 2 (*e.g.*

*ODRs per student, attendance, grades)*.

2) Process/forms created for requesting assistance from Tier 2 problem solving team by teachers

and families.

3) List of Tier 2: **Problem solving** team members with roles; identify team leader

(e.g. Sally Smith – PST Coordinator).

4) Tier 2 team meeting schedule(focused on **problem-solving conversations**)for

2017-2018 SY.

5) Describe how parents are informed about participation and progress for their

child. (*Note: response will be entered in survey; not via uploaded document*)

**III. Phase 3: Tier 2 - Targeted Team (Problem Solving Conversations) - Reflection Prompt**

**Teams** are asked to reflect upon the following prompt and follow-up questions. A comprehensive written response is REQUIRED; please be sure to address **each** component.

* *Note: The reflection should not be for a Tier 3 behavioral intervention.*
* *Note: If a team is re-applying for Phase 3, an intervention different from the one used in previous applications should be selected.*

1. Pick **one** Tier 2 behavioral support intervention and examine it from a **problem-solving** perspective. Provide a name and detailed description of this Tier 2 intervention established in your school.
2. How do students **enter** the intervention?
3. How do students **graduate** the intervention?
4. How does the team **monitor** student data? Please indicate:
   1. The **type** of data
   2. How **often** data is collected
   3. **Who** collects data
5. How are staff **trained** in the intervention, including those directly and indirectly involved?
6. Example of **student data**. Please choose **one student** and include the intervention data *including* pre and post-intervention data. File to be uploaded.