

## Teaching Schedule

This document provides a rationale for and ideas for how to create a schedule for teaching behavior expectation lessons.

### Teaching Schedule

Each school determines its own perpetual teaching schedule. A teaching schedule helps keep all staff aware of when lessons are taught and therefore helps keep them accountable and committed to teaching social skill lessons. A teaching schedule should be perpetual, meaning it is sustained throughout the year. It also needs to be flexible enough to allow for lessons to be taught that address student needs when problem behaviors surface.

The teaching schedule includes when during the day lessons are taught and when lessons are taught throughout the year. Some typical examples of how to arrange time for teaching social behavior skills might include: homeroom, daily class meetings, school-wide announcement over intercom, daily or weekly web announcements, embedding in academic subjects, and older students leading younger students through school orientation activities.

Schools may decide to create a teaching calendar that schedules when lessons are to be taught. When developing a teaching calendar, schools may consider devoting a significant amount of teaching at the beginning of the year. Review should be planned throughout the year, particularly following breaks or holidays. Teach just prior to needing to use the behavior (e.g., assembly behavior taught right before the first assembly) should also be scheduled.

There are many, many ways that teaching can be accomplished. Some important considerations are making sure the schedule is: 1) acceptable to stakeholders, 2) capable of being sustained throughout the year, 3) time sensitive in terms of length, and 4) has adequate staff to teach in the identified settings.

### Discussion

Based on the grade levels of students in your school, what might be some logical ways to weave initial school-wide teaching of social behavior skills into your school day and year? Here are a few to use as discussion starters:

- Have a “boot camp” the first weeks of school to go over expectations and behaviors in designated settings
- Have a morning announcement followed by a 10-minute school-wide teaching time
- Develop a SWPBIS motto, school song, cheer or pledge to start the lessons
- Use in-house media, such as your school’s TV channel or website for re-teaching

Michigan's MTSS Technical Assistance Center is funded by the Michigan Department of Education and the U.S. Department of Education, Office of Special Education Programs.