



EC PBIS Leadership Team Strategic Planning Leadership Team Coaching Session

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Acknowledgments

The content for this training day was developed based on the work of:

- National Center for Pyramid Model Innovations
- Great Lakes Equity Center

Thank you to all of our Michigan preschools who contributed examples to the content!

Group Agreements

We are Responsible

- Return on time from breaks
- Take care of our needs

We are Engaged

- Share “air time”
- Plan to participate in multiple ways
 - Chat, breakout rooms, polls, reactions, unmute
 - Ask questions

Training Effectiveness

- At the end of the session, you will be asked to provide feedback on today's training
- Results will be used to make improvements to professional learning and for reporting to TA Center stakeholders
- One of the feedback questions you will see is related to promoting and positively portraying diversity among educators and learners (e.g., focus on asset-based language, positive representation of multiple identities)

Purpose

The Leadership Team Strategic Planning Session will provide leadership team coaches with resources to support leadership teams with the sustainable implementation of EC PBIS, leading to improved outcomes for ALL children, families, providers, and programs.

This session is designed for Coaches providing support to EC PBIS Leadership Teams.

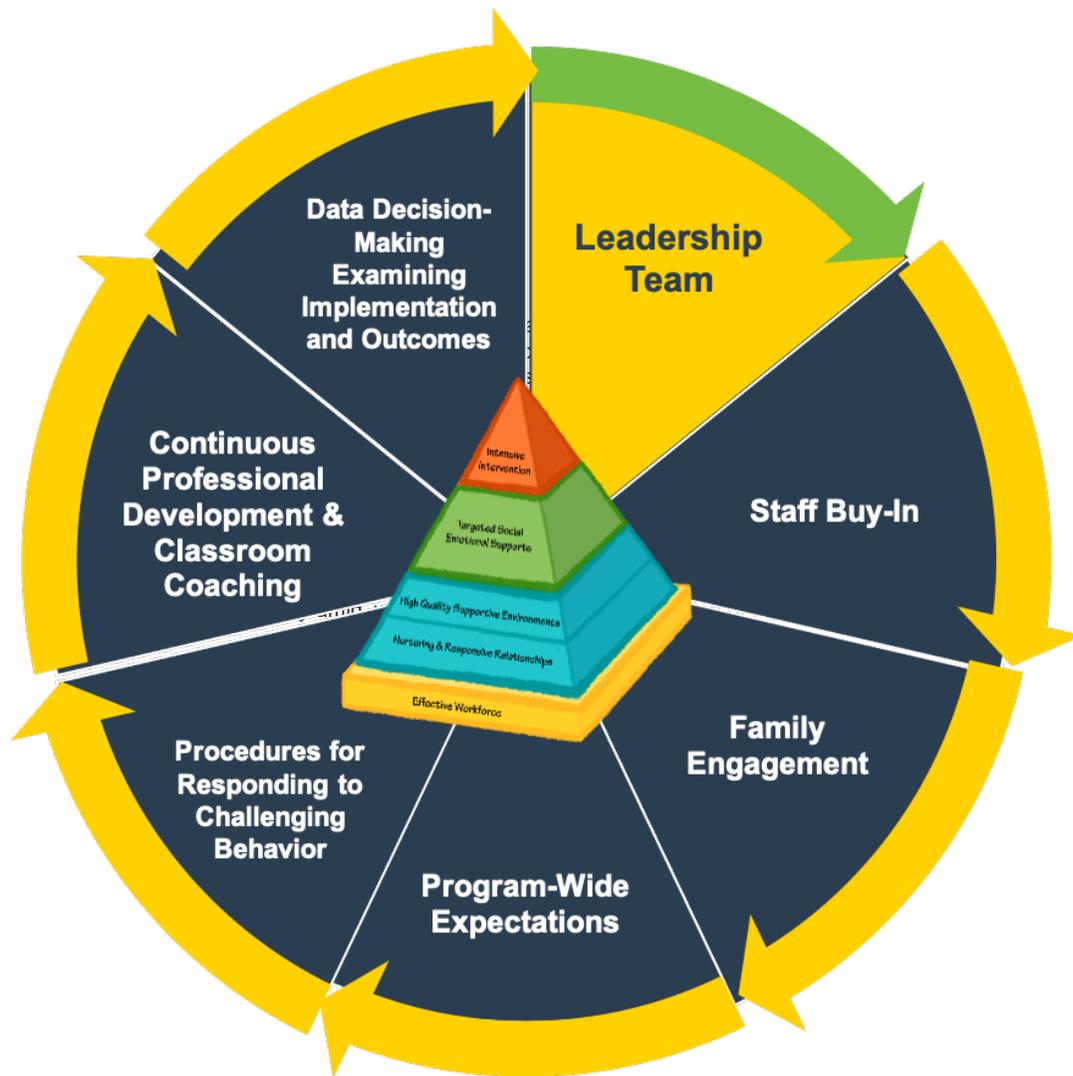
Intended Outcomes

- Explain the role and responsibilities of a Leadership Team Coach
- Explore resources to support implementation of EC PBIS and deepen your own learning
- Identify next steps to prepare for the administration of the Benchmarks of Quality with your Leadership Team

Agenda

- 1.0 Role of the EC PBIS Leadership Team Coach
- 2.0 Supporting Implementation of EC PBIS
- 3.0 Administration of the Benchmarks of Quality (BOQ)
- 4.0 Deepening Knowledge about EC PBIS
- 5.0 Wrap-up and Next Steps

1.0 Role of the EC PBIS Leadership Team Coach



EC PBIS is guided by the Leadership Team and commits to working on 7 critical elements



Activity 1.1

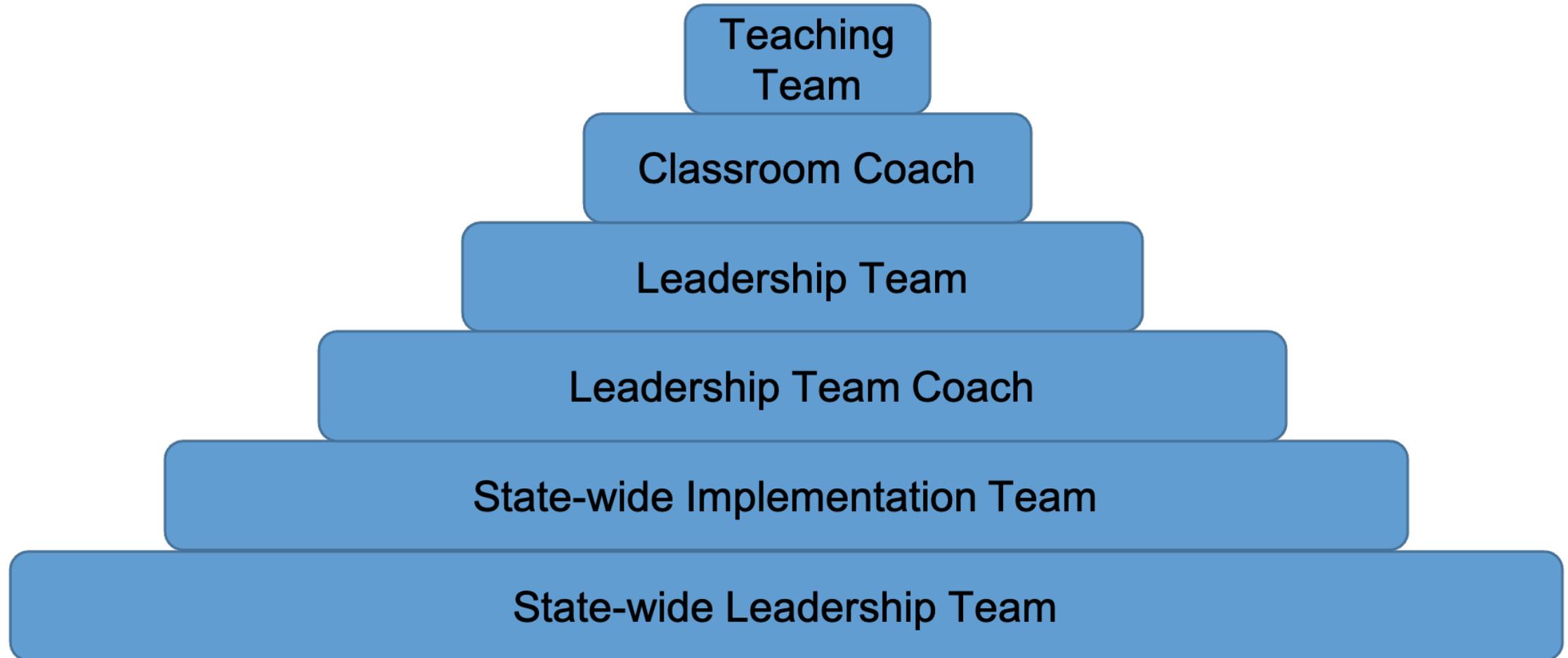
What is the purpose of the EC PBIS Leadership Team?

- Take a minute to write 1-2 sentences describing the role of the **EC PBIS Leadership Team** in the work of implementing EC PBIS
- When prompted, read your sentence(s) aloud to the group
- As you listen to others' responses, write down any new or different words or phrases that resonate with you

What is Leadership Team Coaching?

The EC PBIS Leadership Team Coach focuses on developing a Leadership Team's capacity to effectively install, implement and sustain the use of Early Childhood Positive Behavioral Interventions and Supports (EC PBIS)

Supports from the Capital to the Classroom



Distinguishing Between Coaching Types

Leadership Team Coaching

Coaching to develop the capacity to effectively use or support the use of a program, practice, or approach to enhance child outcomes

Instructional Coaching

Content or practice-level coaching to help teachers improve instruction in a discipline using a particular strategy, practice, or program to improve child outcomes



Activity 1.2

- **Instructional** or **systems** coaching:
 - Provide feedback to a teacher on their behavior management
 - Work with the team facilitator to create a meeting agenda
 - Support the organization of a google drive for documents created by the Leadership Team
 - Prompt team members to complete their action items
 - Support the Leadership Team in seeking input and meaningful participation with stakeholders

Who Are You Coaching?

Leadership Team Members

- Administrator
- Teachers
- Classroom Coach
- Professional who facilitates behavior support planning
- Family member
- Data Coordinator

What Are You coaching?

The seven critical features of EC PBIS outlined on the Benchmarks of Quality (BOQ):

- Establish a leadership team
- Staff buy-in
- Family engagement
- Program-wide expectations
- Professional development and staff support plan
- Procedures for responding to challenging behavior
- Monitoring implementation outcomes

How: Coaching Methods

- **Prompting:** promote the use of skills, emphasizing when a skill should be used (e.g., emails, reminders)
- **Fluency Building:** Opportunities to practice to increase the likelihood of using skills correctly and naturally (e.g., teaching, modeling, co-facilitation)
- **Performance Feedback:** direct and specific feedback is provided frequently (e.g., verbal, written, observations, product reviews)
- **Adaptations:** Modification of how a new skill is applied to fit the social, cultural, and organizational context while maintaining critical feature



Activity 1.3

- Locate the **Leadership Team Coach Job Description** in your materials and find the section titled “General Responsibilities” (pg. 2)
- Highlight the responsibilities you already knew were part of this role
- Star the responsibilities that are new to you, or you are unsure of
- What questions do you have?

2.0 Supporting Implementation of EC PBIS

Reminder: Key Documents

Team Operating Procedures

- Introduced during the Leadership Team sessions
- Used to record the initial team decisions (e.g., membership, meeting dates, team norms)
- Will be revisited at least annually to ensure a strong team

Implementation Plan

- Completed during the Leadership Team sessions
- Guides the work of the team as they install EC PBIS
- Action items will be added throughout the year during monthly meetings



Activity 2.1

- Take a moment to locate the **Team Operating Procedures** and **Implementation Plan** for the team you are supporting
- Are they stored in a location that is easy to find?
- Are they shared with all team members?
- Are they complete and updated?
- What are your next steps for using these documents?

Monthly EC PBIS Leadership Team Meetings

- The team should be meeting monthly for at least 1 hour
- Leadership Team Coach will work with the Team Facilitator to create the monthly meeting agenda
 - Broad agenda topics should be standardized month-to-month
 - Agenda items within each topic area will be contextualized
- Plan to meet with the Team Facilitator for at least 30 minutes to develop the monthly agenda

Resources to Support Monthly Agenda Planning

- Benchmarks of Quality (BOQ) scores
- Implementation Plan
- EC PBIS Installation Checklist
- EC PBIS Data Decision-Making Tools
- Ongoing EC PBIS Assessment Schedule (typical assessment schedule beginning in Year 2)



Activity 2.2

- Locate the **Installation Checklist, EC PBIS Data Decision-Making Tools**, and **Ongoing EC PBIS Assessment Schedule** in your materials
- Take some time to independently review the documents and note any questions you have
- Questions will be answered with the whole group



Activity 2.3

Let's draft your next team meeting agenda together!

- Locate the **Meeting Agenda Template** in your materials
- Think about where your team is in the installation of EC PBIS and look through the materials provided, (hint: start with your Implementation Plan and the Installation Checklist)
- Begin drafting some possible agenda items within each topic area

Discussion

- What other resources might be helpful as you build the monthly meeting agenda?

3.0 Administration of the Early Childhood Benchmarks of Quality (BOQ)

Recall: What is the Early Childhood Benchmarks of Quality?

- Team self-assessment that provides the critical features associated with implementation of EC PBIS with fidelity
- Each indicator builds on the previous ones
- Used to determine current status in order to develop an Implementation Plan with action items
- BOQ administration should be scheduled within the next few weeks, if possible
- This will be your team's baseline administration, so scores will likely be low, and that's okay!

Administration of the Benchmarks of Quality (BOQ)

- Leadership Team Coaches will facilitate the administration of the BOQ
- Coaches are non-voting members of the team, so they can focus on fidelity of the administration
- An EduPaths course provides all of the information you'll need to administer the BOQ successfully
- For now, we are going to role-play the administration of the BOQ administration using the items in your workbook



Activity 3.1

- Locate the BOQ items in your materials
- Prepare to be a “team member” as the BOQ is facilitated
- Feel free to make up your scores – we’re just practicing the process!



Activity 3.2

- Review the **Early Childhood BOQ Administration Tip Sheet**, focusing on the sections titled “Administration Logistics” and “Facilitating the BOQ”
- What questions do you have about administering the BOQ?
- What do you need to do to prepare?



Activity 3.3

- Let's take a look at where this data gets entered!
- Follow along as the trainer demonstrates how to generate graphs for the BOQ data

4.0 Deepening Knowledge About EC PBIS

Professional Learning for Coaches

- Coaching an EC PBIS Leadership Team requires a lot of knowledge and skills!
- You are not expected to know everything right away
- Attend as much of the training sessions as you are able with the teams you are supporting so you can hear the information at the same time
- Prioritize additional areas for deepening your own learning
- Resources are available!



Activity 4.1

- Review the **Example Activities and Resources for EC PBIS Leadership Team Coaches** document
- Identify one or two areas in which you might want to prioritize your learning over the next few months
- Determine which activities within that section you will commit to doing

MiMTSS Support for Leadership Team Coaches

- Attend the EC PBIS Leadership Team Coach Community of Practice
 - 1-hr meeting scheduled approximately every 6 weeks
 - Review best practices
 - Share resources and network with other EC PBIS Leadership Team Coaches
- Participate in all the EC PBIS sessions with your team (as possible) or over time

Additional Resource

EC PBIS Leadership Team Coach Monthly Focus: Sustainability

- Provides month-by-month guidance once a team is beyond installation
- Includes links to supporting documents for Leadership Team Coaches, Classroom Coaches, and Data Coordinators
- Used during Community of Practice sessions to help keep Coaches on track

5.0 Wrap-Up and Next Steps



Activity 5.1

- Consider all that we've discussed related to the role of the EC PBIS Leadership Team Coach
- In the chat box, record the following related to coaching:
 - One thing I will do as soon as possible
 - One thing I will be ready to support as we begin implementation
 - One thing I am looking forward to this school year

Next Steps

- Complete the Early Childhood Benchmarks of Quality (BOQ) EduPaths course and determine when you will administer it with your team (within the next month, if possible)
- Determine when and how often you will meet with the following team members moving forward
 - Classroom Coaches
 - Leadership Team Lead
 - Data Coordinator
- Register for EC PBIS Leadership Team Coach Community of Practices sessions

Next Trainings for EC PBIS

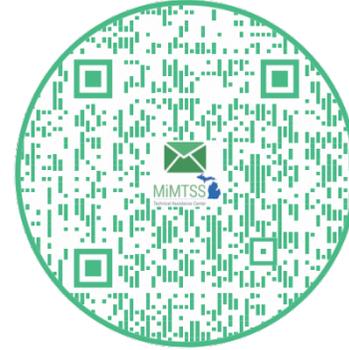
- Preschool Pyramid Model Practices
- Practice-Based Coaching & TPOT
- Early Childhood Behavior Incident Reports (BIRs)
- Prevent, Teach, Reinforce for Young Children (PTR-YC)

Stay Connected to the MiMTSS TA Center- new QR



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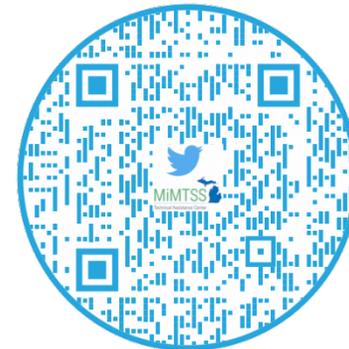
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