

## **EC PBIS Leadership Team Installation Checklist**

This document provides the items an EC PBIS Leadership Team should complete during the installation stage as they work toward full implementation.

- Share an overview of EC PBIS with all staff.
- Ensure buy-in through a staff poll in which 80% of staff indicate they are aware of and support implementation.
- Develop 2-5 program-wide expectations with family and staff input.
- Develop concrete rules for common areas connected to the expectations with family and staff input.
- Create posters or other visual displays of expectations and rules throughout the common areas.
- Develop a plan to share the program-wide expectations and Pyramid Model information with families in multiple ways throughout the year.
- All teaching teams have been trained in Pyramid Practices.
- All classrooms have developed concrete rules for classroom settings and activities connected to the expectations with family input.
- All classrooms have visuals posted of the expectations and rules.
- The Teaching Pyramid Observation Tool (TPOT) was completed in all preschool classrooms.
- Practice-based Coaching is being used in all classrooms to support the implementation of the Pyramid Model practices.
- Complete the baseline administration of the Early Childhood Benchmarks of Quality (BOQ) with the support of your Leadership Team Coach.
- Complete a follow-up administration of the Early Childhood BOQ approximately 6 months after the baseline assessment.
- Behavior Incident Report (BIR) data is collected in all classrooms and analyzed monthly at the program level by the EC PBIS Leadership Team.

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