

Developing an EC PBIS Leadership Team

This document can assist early childhood leaders in selecting members for the Early Childhood PBIS (EC PBIS) Leadership Team.

Team Description

The EC PBIS Leadership Team is comprised of 5-7 team members, including at least one preschool teacher, an individual who can provide coaching to teachers, a family member, a data coordinator, a behavior support person, and an administrator who can allocate resources and make fiscal and personnel decisions.

If a site includes different types of programming (e.g., GSRP, Head Start, and ECSE), multiple administrators or their representatives may need to sit on the team (e.g., school principal and GSRP administrator) to ensure consistent messaging to all staff and families. The unique context of each implementation site and its relationship with its ISD/District should be considered when confirming team membership.

The Leadership Team meets approximately one hour a month for meetings. Additional work time may be necessary and can be added as needed.

Primary Function of the EC PBIS Leadership Team

The EC PBIS Leadership Team ensures that effective practices are implemented in classrooms to support all children and that systems are in place to support staff and the use of data. The Leadership Team uses data to make decisions and meets monthly to guide the implementation of Early Childhood Positive Behavioral Interventions and Supports (EC PBIS).

The following are primary functions of the EC PBIS Leadership Team

- Build and maintain an implementation infrastructure to support staff in the use of EC PBIS (i.e., Pyramid Model practices).
- Engage in program-wide data analysis and problem-solving.
- Create an implementation plan based on data and needs.
- Ensure communication among different groups/teams within the implementation site and across the district/ISD.
- Ensure implementation occurs through an equity lens and the program works to eliminate bias.
- Plan and implement professional development activities.
- Create a system of support for addressing behavior concerns.

EC PBIS Leadership Team Membership:

The EC PBIS Leadership Team should include a variety of roles and perspectives. Individuals will need to fulfill the following roles on the team, although some individuals may fill more than one role:

- **Administrator:** Allocates resources and make fiscal and personnel decisions.
- **Leadership Team Coach:** Provides external support to the EC PBIS Leadership Team to ensure the implementation of Pyramid Model practices throughout the program. For more information about this critical role, please visit the EC PBIS page on the [MiMTSS Technical Assistance Center's website](http://www.mimtss.org) (www.mimtss.org).
- **Classroom Coach:** Every teaching team will need coaching to guide the implementation of Pyramid Model practices within preschool classrooms. At least one of these Classroom Coaches should sit on the EC PBIS Leadership and attend monthly meetings.
- **Preschool Teacher:** Implements the Pyramid Model practices in their own classroom and interacts with children and families regularly. Teams may consider more than one teacher if the team is representing different programs.
- **Behavior Support Person:** Brings knowledge of behavioral principles and supports the creation of a process to address persistent challenging behaviors. This individual may facilitate the development of individualized behavior support plans.
- **Family Member:** Brings the family perspective to all team decision-making and provides suggestions to enhance the systems being developed.
- **Data Coordinator:** Provides support with data collection and analysis, prioritizing data sets for the monthly team meeting. This individual might be an existing team member who takes on the role of Data Coordinator, or it might be someone selected for the team based on their understanding of data systems.

Team Selection

When early childhood leaders begin developing the EC PBIS Leadership Team, the first step is to secure administrative support and identify the Leadership Team Coach who will help guide the team's implementation. This individual should attend the EC PBIS Leadership Team Orientation with the administrator as they work to clarify team membership.

All team members should be identified prior to the initial EC PBIS Leadership Team training if possible.

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