



**THE SCHOOL DISTRICT OF
PALM BEACH COUNTY, FL**

SINGLE SCHOOL CULTURE © INITIATIVES
1790 NW SPANISH RIVER BOULEVARD
BOCA RATON, FL 33431

JUNE Z. EASSA, Ed.S.
ADMINISTRATOR

CHERYL C. ALLIGOOD
CHIEF ACADEMIC OFFICER

KEITH OSWALD
ASSISTANT SUPERINTENDENT

PH: 561-982-0900 / Fx: 561-982-0943

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revised September 12, 2013 (pg 2)

~~August 15, 2013~~

Bulletin #P-14647-CLS/SSCI

Contact:

June Z. Eassa, PX 48881

june.eassa@palmbeachschools.org

Frances Basich, PX 50929

frances.basich@palmbeachschools.org

ACTION BY:
August 30, 2013

TO: All Principals

FROM: Cheryl C. Alligood, Chief Academic Officer *cca*

SUBJECT: SCHOOL-WIDE POSITIVE BEHAVIOR SUPPORT (SwPBS) INTERNAL COACH ASSIGNMENT AND ANNUAL MEETING INFORMATION

Single School Culture © Initiatives for Behavior (SSC-B) offers assistance and support to school centers on sustaining implementation of the SwPBS initiative as part of the Multi-Tiered System of Supports (MTSS) process.

Each school in the District has a mandated SwPBS team that has been trained in the Core/Tier 1 level of the MTSS process. An important designated position of every SwPBS team is the Internal Coach (IC). The IC's responsibilities include:

- Attending the IC informational District meetings/trainings held by the SSC-B Team
- Disseminating the information received at the District meetings/trainings to administration and the SwPBS team at the school site
- Submitting the SwPBS school meeting agendas/minutes documentation to respective SSC-B Coach
- Mentoring the SwPBS school team in development of interventions and support

The Single School Culture © Initiatives for Behavior team will conduct monthly IC trainings and updates that are pertinent to the implementation of SwPBS throughout the year. Training locations vary to accommodate as many participants as possible.

August 15, 2013

Bulletin #P-14647-CLS/SSCI, SCHOOL-WIDE POSITIVE BEHAVIOR SUPPORT (SwPBS) INTERNAL COACH ASSIGNMENT AND ANNUAL MEETING INFORMATION

The monthly IC meeting dates/times are listed below. IC's may attend either time and either location. Attendance at these meetings is required by the Department of Justice (DOJ) Agreement.

DATE	TIME	LOCATION
Wednesday, September 11, 2013	8:30 - 11:30 AM or 12:00 - 3:00 PM	Safe Schools Institute 1790 NW Spanish River Blvd. Boca Raton – Training Room D or Seminole Ridge High School Library
Thursday, October 24, 2013	8:30 - 11:30 AM or 1:00 12:00 - 3:00 PM	Pew Center 9481 McArthur Blvd. Palm Beach Gardens - Room 1 or Emerald Cove Middle School Library
Thursday, November 21, 2013	8:30 - 11:30 AM or 1:00 12:00 - 3:00 PM	FHESC Board - Room 125 or Safe Schools Institute Training Room B
Thursday, January 23, 2014	8:30 - 11:30 AM or 1:00 12:00 - 3:00 PM	Safe Schools Institute Only All Training Rooms
Thursday, May 15, 2014	8:30 AM - 3:00 PM (full day event)	Safe Schools Institute Only All Training Rooms (IC meeting with Final Showcase of SwPBS in our schools to follow)

Please complete the attached form and fax to Frances Basich at 561-982-0943 (FX 50943) or email to frances.basich@palmbeachschools.org by **Friday, August 30, 2013**. This form identifies the IC at your school, the day/time of monthly SwPBS meetings, along with additional team members and faculty information. Your team will be assigned an SSC-B coach to externally support your school.

Thank you for your dedication and support of implementation of this very important initiative.

EWG/CCA/KO/JZE/FB:cm/gv/du
Attachment

Approved: _____

E. Wayne Gent, Superintendent

Single School Culture © for BEHAVIOR
School-wide Positive Behavior Support (SwPBS)
Team/School Information SY14



School: _____ Principal: _____

ROLES on Our Team:

Position @ School



Internal Coach:	_____	_____
Chairperson:	_____	_____
Database Manager:	_____	_____

of "Highly Qualified" Team Members: _____ Total # of Team Members: _____

MEETINGS:

Date of first meeting: _____ Time: _____ to _____

For SY14, our SwPBS Meetings will be the:


 _____ (1st, 2nd, 3rd, 4th, last) _____ (Mon., Tues., Wed., Thurs., Fri.) of the month
 from _____ to _____ 

STAFF MEMBERS TAKING SURVEY:

TOTAL Number of Instructional Staff on your Campus:
 (e.g., Administrators, Teachers, Guidance Counselors)

Additional
 Comments:

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