



THE SCHOOL DISTRICT OF  
PALM BEACH COUNTY, FL

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

PHONE: 561-982-0900 / FAX: 561-982-0943  
[WWW.PALMBEACHSCHOOLS.ORG/SSCI/INDEX.ASP](http://WWW.PALMBEACHSCHOOLS.ORG/SSCI/INDEX.ASP)

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INFORMATION ONLY

**TO:** All Principals

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

**SUBJECT:** PROBLEM SOLVING/SCHOOL BASED TEAM TWO-DAY INSTITUTE

Single School Culture © Initiatives will be providing a two-day Problem Solving/School Based Team Institute on Tuesday, August 5, 2014, and Wednesday, August 6, 2014, from 8:30 AM – 3:30 PM at the Safe Schools Institute, 1790 NW Spanish River Boulevard, Boca Raton, FL 33431. All instructional personnel are invited to participate. Registration is required via the *TrainU* MTSS/School Based Team website: <http://trainu.palmbeach.k12.fl.us/course/view.php?id=2201>.

Participants will learn to:

- ✓ Identify critical elements of Multi-Tiered System of Supports (MTSS)
- ✓ Identify the four (4) steps of the problem solving process
- ✓ Understand the function and purpose of the Problem Solving/School Based Team
- ✓ Differentiate between supplemental and intensive interventions
- ✓ Identify elements required in a formalized intervention
- ✓ Understand the importance of effective goal setting
- ✓ Identify appropriate behavioral interventions
- ✓ Understand the purpose of the Response to Intervention (RtI) process within the MTSS model of instruction
- ✓ Follow the four (4) step problem solving process through case studies and hands on activities

Participants will have an opportunity to earn up to 24 in-service points after completing the two-day training and follow up implementation activities. Stipends will not be offered.

Please see the attached flyer for additional information.

Participation is on a first-come, first-serve basis. Any questions regarding the training should be directed to the contacts listed above.

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

Approved:



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E. Wayne Gent, Superintendent



## **Problem Solving/School Based Team Two-Day Institute** *Process and Procedures for Individuals and Teams*

**When:** August 5 & August 6, 2014 (Tuesday and Wednesday)  
**Time:** 8:30 AM to 3:30 PM  
**Location:** Safe Schools Institute, 1790 NW Spanish River Boulevard, Boca Raton, FL

Sessions will include the following topics:

- ✓ Multi-Tiered System of Supports (MTSS)
- ✓ Four (4) step problem solving process
- ✓ Initial referral process and requirements
- ✓ Critical components and roles on a Problem Solving/School Based Team
- ✓ Data resources
- ✓ Interventions vs. Instructional Strategies
- ✓ Behavior and Discipline

Activities will include the following:

- ✓ Whole group
- ✓ Small group
- ✓ Pair & share and cooperative groups
- ✓ Role play and modeling
- ✓ Make and Take

Participants will receive:

- ✓ In-service points for training and implementation
- ✓ Certificate of completion following in-service verification
- ✓ Great resources and strategies to bring back to the school site to assist with problem solving process

Registration for the Problem Solving/School Based Team Institute is on the MTSS (SBT) *TrainU* site:

<http://trainu.palmbeach.k12.fl.us/course/view.php?id=2201>.

All individuals involved in the problem solving process are invited to participate. Participation is on a first come, first serve basis.

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