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 **NEED LOGO**

**2015 Application**

**Virginia Tiered System of Supports (VTSS)**

**Cohort 3**

 **School Division:**

**Primary Contact Name:**

**Phone:**

 **E-mail:**

Please return by **June 30, 2015**, to:

Maribel O. Saimre, Ed.S.

Maribel.Saimre@doe.virginia.gov

Virginia Department of Education

P.O. Box 2120

Richmond, Virginia 23218-2120

**Documentation of Division Exploration Activities**

Instructions: Read each “action step to complete” and in the “documentation” section immediately following, provide a thorough description of how the division met the action step. You may use as much space as needed.

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| **Action Step to Complete** | 1. Form a Division Leadership Team (DLT) to include individuals who can leverage resources, influence policy, and represent range of stakeholders. The DLT should consist of central office administrators including, when possible, the superintendent and/or his/her designee. It is recommended that the team also consist of representation from special education, pupil services, school psychologists, social workers, building level principals, data support person, alternative education, and evaluation/research.
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| **Documentation** | *[narrative]*

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| **Name** | **Position** |
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| **Action Step to Complete** | 1. The DLT explores Virginia Tiered System of Supports - Positive Behavior Interventions and Supports (VTSS-PBIS) through initial awareness activities available from the following resources:
* The Virginia Department of Education (VDOE)-sponsored informational sessions
* Quick summary of Schoolwide Positive Behavior Interventions and Supports (SWPBIS) <http://www.pbis.org/school/what_is_swpbs.aspx>
* Video of *Basic SWPBIS* features <http://www.pbis.org/>
* *Blueprint for School-wide Positive Behavior Support Training and Professional Development* <http://www.pbis.org/common/pbisresources/publications/PBIS_PD_Blueprint_v3.pdf>
* Bully Prevention in PBIS

<http://www.pbis.org/school/bully_prevention.aspx> <http://curry.virginia.edu/research/centers/youth-nex/state-bullying-conference1> * Recommendations for Addressing Discipline Disproportionality in Education

<http://www.pbis.org/Common/Cms/files/pbisresources/RecommendationsForAddressingDisciplineDisproportionality.pdf>* National Dropout Prevention Network/Center <http://www.dropoutprevention.org/search/node/pbis>
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| **Documentation** | *[narrative]* |
| **Action Step to Complete** | 1. Identify how adoption of VTSS-PBIS supports the division’s strategic plan. Include specific data points (e.g., discipline data, attendance, graduation rates, academic outcomes, special education ratios, including all subgroups) to move and monitor though VTSS-PBIS implementation.
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| **Documentation** | *[narrative]* |
| **Action Step to Complete** | 1. Identify current programs and initiatives currently in place that support the continuum of students’ behavioral and social emotional needs. Describe how these programs act as facilitators and/or barriers to implementing VTSS-PBIS.
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| **Documentation** | *[narrative]* |
| **Action Step to Complete** | 1. The DLT explores funding options (e.g., school improvement, Title II, grants, other schools/community resources) to support the VTSS-PBIS initiative for a minimum of five years. Examples of items to be budgeted for include: travel and per diem to trainings, professional learning resources, incentives/acknowledgement activities for students and staff members, salary/stipend for VTSS-PBIS division coordinator, substitute money for professional learning, compensation such as stipends, flex time, professional development credits/recertification points to support teams to meet.
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| **Documentation** | *[narrative]* |
| **Action Step to Complete** | 1. Describe division’s considerations for selecting schools for initial participation in VTSS-PBIS (e.g. administrator support, staff commitment, competing initiatives and/or resources, specific data).
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| **Documentation** | *[narrative]* |
| **Action Step to Complete** | 1. DLT shares exploration action steps and documentation with the division superintendent. Superintendent endorses decision to move forward with installation and initial implementation of VTSS-PBIS.
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| **Documentation** | *[narrative]* |

**VTSS Requirements Form**

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| **Please check “yes” that you understand and agree:** | **YES** |
| The division will establish and maintain a division leadership team, including a VTSS-PBIS division coordinator and other key central office personnel for the life of the School Climate Transformation (SCT) grant program (2015-2019). |  |
| Each participating school will establish and maintain a school leadership team, including the principal, general and special education teachers, student support specialists, and other specialists for the life of the SCT grant program (2015-2019). |  |
| The VTSS division leadership team will collaborate with school leadership teams to plan and to implement VTSS. |  |
| The division, with assistance from the VDOE, will provide professional development and follow-up to ensure implementation of effective instruction and implementation of interventions with fidelity. Time will be allocated for staff members to engage in professional learning. |  |
| School division personnel who are providing leadership in VTSS implementation (including some building-level personnel) will attend all training sessions sponsored by the VDOE. |  |
| The division will participate in all evaluation activities as outlined by project evaluators contracted by VDOE. This will include data collection and submission at the building level related to school climate, behavior, academics, and fidelity of implementation.  |  |
| The division will use data to guide decision making for academic and behavioral instruction and intervention. |  |
| The division will use evidence based academic and behavior instruction and intervention. |  |
| The division leadership team, with assistance from the VDOE, will build its own capacity to implement the VTSS with additional schools in the division.  |  |

**VTSS Signature Page**

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| Division Coordinator |
| Name: |  | Position: |  |
| Phone: |  | E-mail: |  |
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| Printed Name | Signature | Date |

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| \*\* Division Superintendent |
|  |
| Printed Name | Signature | Date |

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| Assistant Superintendent of Instruction |
|  |
| Printed Name | Signature | Date |

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| Director of Special Education |
|  |
| Printed Name | Signature | Date |

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| --- |
| Director of Student Support Services |
|  |
| Printed Name | Signature | Date |