



**COMMONWEALTH of VIRGINIA
Department of Education**

DATE: June 1, 2018
TO: Division Superintendents
FROM: James F. Lane, Superintendent of Public Instruction
SUBJECT: Functional Behavioral Assessment and Behavior Intervention Plans: Five Two-Day Training Sessions

The Virginia Department of Education (VDOE), Office of Special Education Instructional Services, will offer five two-day training sessions on how to conduct a Functional Behavioral Assessment (FBA) and develop a positive Behavior Intervention Plan (BIP).

The sessions will focus on the steps in conducting Functional Behavioral Assessments (FBA) and developing effective, positive Behavior Intervention Plans (BIP). Participants will discuss the process as well as the purpose and rationale for a FBA/BIP. Activities will be used to increase participants' interaction with their colleagues and the process. The training will focus on the ten step process outlined by the VDOE's guidelines.

A FBA is a proven, effective approach to identifying the reason(s) for a student's misbehavior, eliminating the problem behaviors that impede successful teaching and learning, and developing a corrective plan that emphasizes more appropriate and acceptable behavior.

This training is designed for school-based teams comprised only of persons who are currently employed by local public schools and authorized by the division superintendent to represent the school division. Therefore, registration for the training is limited to current public school employees only. No on-site registration will be accommodated. All registrants will be required to present a school-issued identification card at the check-in desk upon arrival. Individuals registered will not be permitted to send a substitute if they are unable to attend. No audio or video taping of the training sessions will be allowed. The Virginia Department of Education reserves the right to cancel the registration of any person who does not meet the registration criteria.

Day 1 will be an overview of Positive Behavioral Interventions and Supports (PBIS) and disciplinary practices for students with disabilities. The emphasis will be on how a FBA/BIP fits into the tiered system within schools, and how FBA/BIP can serve as a positive approach to changing student responses. We will also discuss other issues associated with FBA/BIP, such as suspension and Manifestation Determination Review (MDR).

Day 2 will focus on the steps used to conduct a FBA and develop a positive and effective BIP. This interactive session will align with the guidelines document produced by VDOE. Participants are encouraged to bring questions and situations for discussion.

To register see information below.

Regions 1 and 8
Thursday, June 21, 2018, and Friday, June 22, 2018

[Region 1 and 8 Registration](#) ➔

Doubletree Hotel

[1021 Koger Center Blvd.](#) ➔

[Richmond, Virginia 23235](#) ➔

Deadline to register for the June 21-22 event is Wednesday, June 6, 2018.

Regions 2 and 3

Wednesday, July 18, 2018, and Thursday, July 19, 2018

[Region 2 and 3 Registration](#) ➔

DoubleTree by Hilton

[1500 N. Military Highway](#) ➔

[Norfolk, Virginia 23502](#) ➔

Deadline to register for the July 18-19 event is Tuesday, July 3, 2018.

Region 4

Wednesday, July 11, 2018, and Thursday, July 12, 2018

[Region 4 Registration](#) ➔

Fredericksburg Expo and Conference Center

[2371 Carl D. Silver Parkway](#) ➔

[Fredericksburg, Virginia 22401](#) ➔

Deadline to register for the July 11-12 event is Tuesday, June 29, 2018.

Region 5

Wednesday, July 25, 2018, and Thursday, July 26, 2018

[Region 5 Registration](#) ➔

DoubleTree Hotel

[990 Hilton Heights Rd.](#) ➔

[Charlottesville, Virginia 22901](#) ➔

Deadline to register for the July 25-26 event is Friday, July 6, 2018.

Regions 6 and 7

Monday, June 18, 2018, and Tuesday, June 19, 2018

[Region 6 and 7 Registration](#) ➔

Holiday Inn Tanglewood

[4468 Starkey Road, SW](#) ➔

[Roanoke, Virginia 24018](#) ➔

Deadline to register for the June 18-19 event is Friday, June 8, 2018.

If you have questions or need additional information, contact Ellen J. Harrison, Educational Specialist, Office of Special Education Instructional Services, via email at Ellen.Harrison@doe.virginia.gov ✉; telephone (804) 225-2709.

JFL/EH/dj