



Minutes PBIS Advisory Committee

Meeting Date: May 10, 2013

Time: 10 AM - 4 PM

Location: 424 S. 2nd Street, Suite 105, Phoenix, AZ 85004

PURPOSE Strategic discussion and decision making to complete the Implementation Blueprint action plan and progress on our ADDPC Goals.

PRESENT: Daniel Gulchak, Angel Jannasch-Pennell, Dan Davidson, Susan Benjamin, Orin Tkatchov, Jim Walker, Rani Collins, Janna Murrell,
Guest: Lynne Tomasa

ABSENT: Jean Ajamie, Angela Denning, Gail Jacobs, Katie Jebraail, Ildi Laczko-Kerr, Andrew Morril, Michael Remus, Karen Sanders

Item Short title	Discussion Include facts, key points, ideas, process, and decisions	Action Items Include person accountable and timeline	Person Responsible & Due Date Include completion date
Welcome and Introduction	<ul style="list-style-type: none"> Gulchak led introductions and reviewed purpose of the meeting Lynne Tomasa, from the Sonoran UCEDD, http://sonoranucedd.fcm.arizona.edu/, introduced her role as evaluator of the PBISaz project grant goals and discussed how she would be seeking feedback on our process and progress. 	<ul style="list-style-type: none"> Lynne will be calling committee members for brief interviews about their experience as part of this committee, survey's will be sent to members. 	<ul style="list-style-type: none"> Tomasa will complete before 6/30/13.
Teaming Process Review team roles Review meeting norms Review past/present agenda	<ul style="list-style-type: none"> Gulchak reviewed team roles, norms, expectations and past/present agenda. Walker volunteers to be our timekeeper for today. No changes or updates to agenda or minutes. 		<ul style="list-style-type: none"> N/A



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PBIS-AZ Goals	<p>1. Meetings: Discussion on future meeting frequency for the coming year.</p> <p>2. Parent Training: Davidson completed six separate training for over 300 parents in six different regions of the state.</p> <p>3. State Training: Reminder to review the state reports in our PBISaz binder and Horners presentation to our group from Feb 2013 on the PBISaz.org website.</p> <p>4. Member Training: Benjamin recounted her experience at APBS conference. Committee discussed the continuing value and priority of sending committee members to PBIS conferences annually.</p> <p>5. Blueprint: Committee agreed to move discussion of statewide 3-5 year action plan and Blueprint to next meeting to allow extended discussion and decisions effecting more immediate PBISaz goals.</p> <p>6. Method for LEA's to obtain approved PBIS training: A draft of the District and School Readiness Agreement was shared by Gulchak and created from the Google Doc suggestions from Goal Subcommittee members.</p>	<p>1. Every other month, 8AM-12PM. Webinars will be used as needed between months.</p> <p>2. Complete.</p> <p>3. Complete.</p> <p>4. Complete</p> <p>5. To be continued at next meeting.</p> <p>6. Many modifications to the drafts were discussed.</p> <ul style="list-style-type: none"> · Changing 'is' to 'will' or 'will be' throughout · Requiring signature from superintendent and school board prez in Political section · Modifying Eval requirements by removing reference to SWIS database, noting that school data should be submitted to funding agency, and providing details about PBISapps.org. 	<p>1. Davidson will update PBISaz Year 2 proposal.</p> <p>4. Davidson will keep member training in FY14 budget.</p> <p>5. Gulchak will include Blueprint on agenda on June 14, 2013.</p> <p>6. Gulchak will send modified Readiness Agreement drafts to committee for review/approval by 5/30/13.</p>



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PBIS-AC Goals ...continued	<p>7. Evaluating PBIS Fidelity: Discussed providing more details to LEA's about PBISapps.org, the national PBIS database used by school to collect fidelity and survey data. Note that only aggregate data is used by University of Oregon, the center that runs the web app. Schools can only see their data, local/district coordinators can see all district data, state coordinators can see statewide data.</p> <p>8. Evaluating PBIS Outcomes: Extensive discussion about data requirements. Gulchak shared a draft of Student Information System Data Analysis Demonstration (SIS-DAD) test criteria. Since goal is to create behavior database criteria common to all PBIS funding groups/agencies, reference to SWIS.org was removed with a focus on demonstrating SWIS-like capabilities only and getting 'grant representative approval' to allow funding agencies to independently allow for exceptions if deemed necessary. Gulchak share a draft of a Seclusion/Restraint document created from the Google Doc suggestions from Goal Subcommittee member Davidson. Discussion followed.</p> <p>9. PBIS Provider Criteria: Gulchak shared Google Doc suggestions from subcommittee. PBISaz will not recommend any vendor/agency, but will post suggested criteria for 1) Trainer qualifications, 2) Training + coaching + evaluation requirements, 3) District capacity building requirements. Agencies can request to be listed on the PBISaz site if they feel they meet criteria – districts encouraged to use PBISaz criteria when choosing a provider.</p>	<p>7. Modify Readiness Agreements by providing details about only aggregate data being required for PBISapps.org.</p> <p>8. Remove reference to SWIS in SIS-DAD document and include identical language in the Eval. section of the two Readiness Agreements.</p> <p>Seclusion/Restraint document will be updates and shared with committee.</p> <p>9. Add criteria for District capacity building requirements.</p> <ul style="list-style-type: none"> · No min. no. of training days, but multi-years required. · PBIS training in Tier 1,2,3 must be provided, can be provided by multiple provider if expertise is distributed. · Coaching and evaluation must be part of services provided · Train the Trainer services must be provided to LEA's to build their training, coaching, and evaluation capacity. Primary goal of PBISaz. 	<p>7. Gulchak will send modified Readiness Agreement drafts to committee for review/approval by 5/30/13.</p> <p>8. Gulchak will send modified SIS-DAD drafts to committee for review/approval by 5/30/13.</p> <p>Gulchak will send modified Seclusion/Restraint draft to committee for review/approval by 5/30/13.</p> <p>9. Gulchak will create a PBIS Service Provider criteria draft based on the discussion and send to committee for review/approval by 5/30/13.</p>



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PBIS-AC Goals ...continued	<p>10. LEA Representation: PBISaz will seek to fund min. 4 LEA's with at least 2 schools each in the first cohort.</p> <p>LEA's will be chosen based on completeness of submitted District and School Readiness Agreements and criteria in Goal #6. Regional/LEA diversity will also be sought when choosing grant winners.</p> <p>Actual funding/budget of PBISaz will not be available until mid to late June, so recruitment of LEA's cannot open until July and will probably close Aug. 1, 2013.</p> <ul style="list-style-type: none"> · Year 1 funding (2013) will be a fixed amount equal to a small percent of estimated costs for an LEA to support 2 schools. · Year 2 and 3 funding (2014 and 2015) will be a larger fixed amount that should cover many of the estimated costs for an LEA to support 2 schools. 	<p>10. Davidson with work with AzDDPC to finalize the PBISaz budget so that grant information can be disseminated to schools before the beginning of the 2013/14 school year.</p> <p>Gulchak will post Grant criteria on PBIS.org and share with committee members who will distribute via their distribution channels:</p> <ul style="list-style-type: none"> · ADE sped listserve · School Admin. Assoc. · County Superintendents · Raising Special Kids · Beh. Health RBHA's 	<p>10. Davidson will report to the committee in June 2013.</p> <p>Gulchak will post Grant documents on PBISaz when approved by committee in June 2013.</p>
Work toward completing the SW-PBIS Implementation Blueprint	<p>Not completed today.</p> <p>All members should login to the Blueprint Google doc to contribute ideas and stradege suggestions for building PBIS system capacity in our state.</p>	<p>Email Gulchak if you would like the Google doc shared with an email address different then the one given on the PBIS-AC committee.</p>	<p>Gulchak will include Blueprint and action planning on agenda for June 14, 2013.</p>
NEXT MEETING	<ul style="list-style-type: none"> · June 14, 2013 · 10 AM - 4 PM · KOI Education, 424 S. 2nd Street, Suite 105, Phoenix, AZ 85004. 		<ul style="list-style-type: none"> ·