

Westchester Elementary PBIS Tier II Meeting

Procedural Norms:

- We will begin meetings on time and end on time.
- We will set and distribute an agenda prior to meetings.
- We will follow the meeting agenda.
- We will define roles and outcomes for meetings.
- We will have meeting dates set ahead of time and commit to attending all meetings.
- We will determine whether to use "fist to five" or majority rules to make decisions.
- We will make decisions collaboratively as a team.

Behavioral Norms:

- We will keep students in the forefront of all decisions.
- We will have open, honest communication during meetings.
- We will be prepared for meetings (readings, materials) and commit to attending all meetings.
- We will actively listen for understanding.
- We will build on what others say, referring to them by name.
- We will allow time for silences and pauses so everyone can participate.
- We will test assumptions and inferences.
- We will use specific examples and agree upon what important words mean.
- We will focus on the topic, not the person.
- We will combine advocacy and inquiry.
- We will respect others' ideas while feeling empowered to share different opinions/feelings while moving the conversation forward.

Date and Time: August 30, 2011 9:50-10:00

Location: Counseling Room

Facilitator: Courtney Wilson

Time Keeper: Andrea Beckerle

Process Observer: Matt Traugher

Note Taker: Cindy Bernsen

Desired Outcomes:

- To meet the social/emotional and behavioral needs of our students receiving tier II interventions

AGENDA

- Fidelity checks for tier II interventions –**
 - Discussion concerning the forms used by CICO coordinator, mentors, and teachers were discussed.
 - After careful consideration, Courtney will modify the forms and send to the team to review. She will try to make a generic form that could be used for CICO and MW and if possible, Social Skills groups.
- Update from Behavior Coaches:**
 - ██████████ was mentioned for possible Tier 2 intervention. Last year he held a Meaningful Work job and this is a possibility. Rebecca will meet with him to help him with strategies to use when he gets frustrated in class.
 - Cindy is meeting with third grade team to discuss several universal strategies for their classrooms.
 - Individual students will be addressed if needed but for now, they will concentrate on strategies that would benefit every student.
- Process Observer Feedback –**
 - Matt declared us to be norm followers then we adjourned at 10:20.
- Next meeting date 9/29/11 –** Mark your calendars for our next meeting.