**PBIS Tier 2**

**Meeting Minutes**

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| **Subject** | **PBIS Tier 2 monthly meeting**  | **Date** | **October 11, 2011** |
| **Facilitator** |  | **Time** | 7:43am- 8:25am  |
| **Location** | Room 31 | **Recorder** |  |
| **Attendees** |   |
|  | Next Meeting: Tuesday, October 11th |

| Key Points Discussed |
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| No. | Topic | **Highlights** |
| 1. | Team members & Roles |  |
| 2.  | Review of Calendar |  |
| 3. | Establish entry/exit criteria for CICO |  |
| 4. | Shared Data file established for collection of hug forms. |  |
| 5.  | Establish procedures for teacher referral. |  |
| 6. | All documents to be sent to all staff via email. |  |

| Action Plan |
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| No. | Action Item(s) | **Owner** | **Target Date** |
| 1.  | Download SRSS- Drummond |  | ASAP |
| 2.  | Establish exit criteria for CICO |  | November 2011 |
| 3. | Shared data file for tracking student progress- W drive  |  | 10/11/11 |
| 4. | Training session set up for check in / out mentors |  | 10/14/11 |
| 5. | Investigation carbon paper for HUG forms |  | No money per Dr Ely. |
| 6.  | Meeting with Taryn on 10/5/11 |  | Completed |
| 7.  | Investigate using the SRSS scale |  | Complete |
| 8. | Meet with Tier 1 about information that Tier 2 needs |  | Action plan is on Google  |
| 9. | Create teacher recommendation for CICO |  | DONE |
| 10. | Investigate CSIP funds for subs in order for PBIS meetings per year…..ask Ely and Taryn… how to get money for NCR, positive rewards. |  |  |
| 11.  | Ask Gentry/ Taryn how we can enter SSD kids in SIS so SSD kids can be tracked separately | Gentry | In progress |
| 12.  | Create a list of teacher s are want to be mentors | PBIS Teir 2  | October PD |
| 13. | Copies of member responsibilities to the staff | Ziebatree | 10/11/1 |
| 14. | What is our RTI definition | Ziebatree/Hogbin | October 14 or RTI training |
| 15. | Create tem to work on the Implementation Guides  |  |  |
| 16. | Social aalidity survey completer for those implementing CICO | Ziebatree | 2 weeks after CICO begins |