

Basic FBA to BIP

District Planning Guide

School District: _____

Date: _____

This document is intended to be used by School Districts or Regional/State service providers to guide planning to maximize implementation of the Basic FBA to BIP program.

Planning for District Readiness: Training, Coaching and Evaluation Capacity

1. Do you have skilled Behavior Specialists with the capacity to provide coaching support to participating school teams? Yes No
 - a. If Yes, please identify by name: _____
2. How many school teams are you planning to train? _____
 - a. Do the schools meet the [School Readiness form](#) Criteria & Commitments Yes No
 - b. Attach a signed copy of the [School Readiness form](#) for each participating school.
3. Are you planning to use the e-Learning modules or conduct live training? e-Learning Live
 - a. ***If e-Learning*** – Do you have a plan to prompt, monitor and support timely completion of modules and homework with feedback? Y N
 - b. ***If Training Live*** – Does the trainer have the skills, experience & expertise to confidently deliver the Basic FBA to BIP training? Y N
4. Support participating schools to develop and implement Tier 2 and Tier 3 Systems of Support through regular completion of one of the following PBIS Assessment tools to guide action planning:

<i>(choose 1 tool below to administer)</i>	Fall Due Date	Winter Due Date	Spring Due Date
Tiered Fidelity Inventory			
Monitoring Advanced Tiers Tool			
Benchmarks for Advance Tiers			

5. Complete the Basic FBA to BIP Training & Coaching Schedule below:

Training Schedule: Deliver 1 module every 2 weeks to provide participants’ time to complete the Homework Tasks in each module. Schedule follow-up trainings for ongoing support and feedback on BIP implementation & data collection. Begin training early in the school year (October) so you can provide continuing opportunities for practice applying Basic FBA to BIP skills to build fluency.

Coaching: Identify the Behavior Specialist who will provide coaching and support to each participating school. Coaching should include: (a) encouraging and monitoring module and homework completion, (b) answering questions regarding module content and homework tasks, (c) providing feedback on homework tasks, and (d) on-site coaching to participants while completing Basic FBA to BIP activities.

	Module 1	Module 2	Module 3	Module 4	Module 5	Module 6	Module 7	Follow-up 1	Follow-up 2
Training Dates									
On-site Coaching	Plan & support School-wide Module 1 Training	FBA Interview	FBA Observation & Summary of Behavior	BIP Planning Form & Module 4 School-wide Training	BIP Planning Form	Preparing and leading Implementation Plan Meeting	Evaluation Plan, Daily Point Card, Data Collection & Graphing	Data Collection, BIP Review Meeting & Decision Making	BIP Data & Review meetings; Beginning another case
Feedback on Homework	Collected ABC Trackers from staff	FBA Interviews	FBA Observations & Summary of Behavior	BIP Planning Form	BIP Planning Form	Implementation Plan	Evaluation Plan & Daily Point Card	Excel Data & BIP Meeting Review form	Excel Data & BIP Meeting Review form

District Administrator _____
signature

Date _____