

## Appendix 1.2

### District Readiness Checklist

**Introduction & Purpose:** The purpose of the District Readiness Checklist is to guide a district in evaluating the overall readiness for moving forward with full implementation of a tiered systems of behavior support at the district level.

**Intended Users:** The District Readiness Checklist is intended for use by district's beginning implementation of a tiered systems of behavior support. Specifically, with members of a district's Planning Team, with the active presence and/or guidance of an external state or regional facilitator.

**Procedures for Completion:** The District Planning Team should review the “Items to Complete” indicators and assess the district’s current status with that readiness item/indicator. If an item/indicator is “In Progress” or “Not Started”, action steps should be created to establish completion.

**Name of District Completing Checklist:** \_\_\_\_\_

Items to Complete		Status/Date
A District Leadership Team is formed and has representation from a range of stakeholders including at least: (a) families, (b) general education, (c) special education, (d) mental health and (e) the local community.		<input type="checkbox"/> Completed <input type="checkbox"/> In Progress <input type="checkbox"/> Not Started  Date: _____
<b>Team Member Name</b>	<b>Position/Title</b>	

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*\*add additional rows as needed*

District Leadership Team is led, or facilitated by, a coordinator(s) with:  
 (a) designated time and (b) experience in data-based decision-making, and  
 authority to implement team decisions.

**Name(s) of Coordinator(s):** \_\_\_\_\_

\_\_\_\_\_

- Completed
- In Progress
- Not Started

Date: \_\_\_\_\_

District Leadership Team is scheduled to meet monthly, using standard  
 meeting agenda and problem-solving processes.

<b>District Leadership Team Meeting Dates</b>			
August	September	October	November
December	January	February	March
April	May	June	July

- Completed
- In Progress
- Not Started

Date: \_\_\_\_\_

District Leadership Team is prepared to develop an annual and long-term  
 Action Plan guided by the results of the District Systems Fidelity Tool  
 (DSFI), and utilize the developed plan goals to guide agendas and team  
 meetings.

- Completed
- In Progress
- Not Started

Date: \_\_\_\_\_

Promotion of positive school climate and student social-emotional-  
 behavioral health is established by organizational leadership as one of the  
 top five permanent goals or priorities for the next 3 to 5 years.

**District Goal/Priority:** \_\_\_\_\_

\_\_\_\_\_

- Completed
- In Progress
- Not Started

Date: \_\_\_\_\_

<p>A district budget plan with prioritized funding is developed to support operating structures and capacity building activities to implement the social-emotional-behavioral framework.</p>	<p> <input type="checkbox"/> Completed  <input type="checkbox"/> In Progress  <input type="checkbox"/> Not Started </p> <p>Date: _____</p>
<p>District and school level data systems (e.g., data collection tools and evaluation processes) are available to enable continuous decision making and feedback.</p>	<p> <input type="checkbox"/> Completed  <input type="checkbox"/> In Progress  <input type="checkbox"/> Not Started </p> <p>Date: _____</p>
<p>District identifies a Local Coordinator for the PBIS Assessment website and submits a Local Coordinator Information Form for account setup.</p> <p><b>Local Coordinator:</b> _____</p>	<p> <input type="checkbox"/> Completed  <input type="checkbox"/> In Progress  <input type="checkbox"/> Not Started </p> <p>Date: _____</p>

