

From: Erin Engness <[pbis.erin@gmail.com](mailto:pbis.erin@gmail.com)>  
Date: Thu, Mar 1, 2018 at 3:26 PM  
Subject: Fwd: PBIS District Mini Grant Notificcation  
To: "Ronald S. Lake" <[ronald.lake@isd709.org](mailto:ronald.lake@isd709.org)>



February 28, 2018

Erin Engness  
NRIP PBIS Coordinator  
[pbis.erin@gmail.com](mailto:pbis.erin@gmail.com)  
[320-267-7818](tel:320-267-7818)

**CONGRATULATIONS!** Your district's PBIS mini-grant application has been approved for the full amount requested!

**Next Steps:**

1. Reply to this email to either accept or decline this grant award.
2. Schedule your team meeting and let Erin Engness, NRIP Coordinator, know the date so a coach can be scheduled to attend in person or virtually. A follow-up coach session will also be scheduled.
3. Collect the latest TFI scores for each school in your district implementing PBIS.

**Expectations:**

As a district team you will include school level administrators and at least one team member from each building implementing PBIS. At least one district administrator that does not sit on a PBIS team must be present. The purpose of this meeting is to look at individual school's TFI scores and then come up with a plan on how the district can support schools with their PBIS implementation. It is the hope that this team will continue to meet periodically after this initial meeting.

**Process:**

Once your meeting and coaching has taken place you will need to turn in an action plan to Erin Engness. Erin will then create an invoice for your approval. All paperwork must be submitted by end of day June 8, 2018. Due to funding restrictions no money can be paid out after June 30, 2018.

Direct any questions to Erin Engness at [pbis.erin@gmail.com](mailto:pbis.erin@gmail.com) or [320-267-7818](tel:320-267-7818).

A handwritten signature in black ink that reads "Erin Engness".

Erin Engness  
North PBIS Coordinator  
K-3 Master Coach- Minnesota Reading Corps  
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**PBIS Tip(s):**

*Our Favorite Things* from PBISApps.

24 great things to check out for the New Year!

<https://www.pbisapps.org/community/Pages/Favorite-Things-2017.aspx>



## North Regional Implementation Project PBIS Award Program Spring 2018 Team Meeting Mini-Grant- District Team

Mini Grant Opportunity for Schools Implementing Positive Behavioral Interventions & Supports across the North Regional Implementation Project (NRIP). Grant money to be used for a district team meeting and action planning including substitute pay or teacher pay. Money cannot be used for food or materials.

### Requirements:

1. District team has representation from all schools implementing PBIS as well as from the district office.
2. All schools implementing PBIS in the district have taken a TFI in the last year.
3. District team agrees to use a District Data Dashboard template (provided by NRIP) to analyze school level PBIS fidelity and ODR data.
4. During meeting team agrees to update or create an action plan that will be turned into Erin Engness.
5. Team agrees to external coaching support either virtually or in person during meeting as well as a check in with the coach 2-3 months after the meeting.
6. Meeting must occur between March 5, 2018 and June 8, 2018.

School District: Duluth Public Schools, ISD 709

### School Names implementing PBIS in district:

Denfeld High School  
Lincoln Park Middle School  
Piedmont Elementary  
Lakewood Elementary  
Lowell Elementary  
Laura MacArthur Elementary

### Names and Positions of District Team members (tentative):

Ron Lake	Climate Coordinator	District Coach
Amy Starzecki	Asst. Superintendent	District Admin
Diana Wokson*	Denfeld SpEd Teacher	Building Coach
Tom Tusken*	Denfeld Teacher	Building Team Member
John Hirman	Lincoln Sch Psychologist	Building Coach
Molly Fletcher	Lincoln Park 6th Grade MTSS	Building Team Member & Check-In/Check-Out
Tory Rock / Kim Flaa?	Lincoln Park Counselor	Building Tier 2 Interventions
Rachel Thapa	Community Schools	Building Team Member
Jennifer Larva	Lowell Principal	Building Admin
Scott Pilate	Lowell Sch Psychologist	Building Coach
Heather Kemp*	Lakewood Teacher	Building Coach
Beth Shermoen	Piedmont Principal	Building Admin
Jake Laurent	Piedmont Dean of Students	Building Coach
Michael Gordon*	L. Mac SpEd Teacher	Building Coach

### Contact Name/Position and Email/Phone:

Ron Lake; Climate Coordinator [ronald.lake@isd709.org](mailto:ronald.lake@isd709.org) 218-336-8870 ext 2014

Proposal Request (up to \$800): \$785.40

**Work Plan:**

At the district level, we are developing infrastructure to support the behavioral side of MTSS and PBIS. We have a rubric all schools are starting to use, are experimenting with a walk through tool, a common ODR form, definitions for behaviors, and an office/classroom managed behavior guide drafted for elementary schools. Positive school climates is listed as a primary intervention to support academic achievement in our district plans and we have met with our school board this fall to provide an overview of Positive School Climates. Links and materials available upon request.

We need to develop an action plan that allows for site specific interventions while providing common resources, tools, and a system that supports PBIS across our district. To accomplish this, we would cooperatively schedule a "District Planning Meeting" with an external coach, 2 one hour work sessions, and a "Check In" with an external coach.

**Budget Proposal:**

3	District Planning Meeting	9 ½ day subs x \$75 =	\$675.00
1	1 hour Check-In	5 x 22.08 =	<u>\$110.40</u>
		Total =	\$785.40

**We agree to:**

- Have a representative team including district administration.
- Collect school level TFI data and to be used for action planning.
- To create an Action Plan that will be turned in.
- Meet with an external coach and have a follow-up check in with coach.

Signature of a District Administrator: \_\_\_\_\_



**Application due date: February 14, 2018.**

**You will be notified of acceptance by March 1, 2018**

**Money will be reimbursed to district after the meeting**

**Final paperwork must be turned in by June 8, 2018**

Questions: Contact Erin Engness at 320-267-7818 or send an email to pbis.erin@gmail.com

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