

Behavior Implementation Team Membership Table



Winning teams don't succeed just because the athletes studied the playbook. They succeed because coaches ensure that every player has a shared understanding of the plays, they practice them with fidelity, and they execute them consistently on the field. This table explores how different staff roles can be paired with distinct responsibilities in cultivating effective teams.

Implementation Team Member Roles	Responsibilities
Principal	<ul style="list-style-type: none"> ● Championing school-site behavior improvement ● Actively removing barriers to success ● Schedules protected time for collaboration and mitigates competing commitments to team members' time
Team Lead/Facilitator	<ul style="list-style-type: none"> ● Provides regular leadership and coordination to the Implementation Team ● Schedule and create the agenda for team meetings ● Provides communication with project sponsors and team members ● Guiding the completion of the learning cycle
Team Members (A selection of staff with behavioral knowledge and skills)	<ul style="list-style-type: none"> ● Typically between 3-5 staff members who are representative of the grade levels and content being taught within the building ● Engage in learning cycles and pilot early implementation efforts ● Serve as a communication conduit for other staff in the building
Implementation Coach <i>(supplementary support provided by Cultivate Education)</i>	<ul style="list-style-type: none"> ● Actively connects the Implementation Team with knowledge, research, and resources to aid in implementation ● Supports the Implementation Team in developing practical prevention and intervention strategies ● Assists in data collection, entry, and analysis for the team ● Provides deep expertise in improvement methodologies ● Reviews change ideas for viability and provide targeted feedback for enhancement ● Provides professional learning and coaching to school and district-level staff as needed

For more information on this support, contact Chris Perry at chris@cultivateeducation.org

Implementation Meeting Schedule

Having a consistent meeting schedule (typically every 2-4 weeks) is a key driver to implementation success. This communicates that these meetings are important to the school, allows for quicker decision making, and keeps everyone updated on progress. This will be an extremely valuable way of increasing buy-in to this effort long term and building consistent habits for your team to effectively operate.



Example Meeting and Implementation Coaching Support Schedule

Month	Team Meeting Focus	Observations and Teacher Visits
August	<ul style="list-style-type: none"> -Establish team meeting schedule -Establish team member roles and responsibilities -Establish team “purpose” 	<ul style="list-style-type: none"> -Initial classroom observations -Meet with at least one grade level or content team
September	<ul style="list-style-type: none"> -Review previous agreements -Look at previous year and previous month’s data -Prepare to share initial findings with the rest of the staff 	<ul style="list-style-type: none"> -Second round of observations -Meet with at least one grade level or content team
October	<ul style="list-style-type: none"> -Review feedback from staff regarding the direction of the team -Determine action steps for the next few months based upon data, feedback, and aligned priorities 	<ul style="list-style-type: none"> -Observe classrooms where there are some challenging student behaviors -Share observation data trends with the involved teachers
Nov.-April <i>Continue Meeting Monthly</i>	<ul style="list-style-type: none"> -Continue cycle of increased accountability with previous decisions and team purpose, communication, and feedback loops 	<ul style="list-style-type: none"> -Continue to observe in classrooms, attempting to observe in all instructional spaces in the school over the course of the year
May or June <i>End of the year review and planning</i>	<ul style="list-style-type: none"> -The team convenes one last time near the end of the year to review various outcomes, fidelity, and perception data to evaluate what features of their behavior implementation plan are working well and which need revisions -The team will develop detailed plans on professional development, coaching, and resource allocation for the following school year 	<ul style="list-style-type: none"> -Conduct any remaining classroom observations and compile comprehensive reports on overall trends and gaps in implementation

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