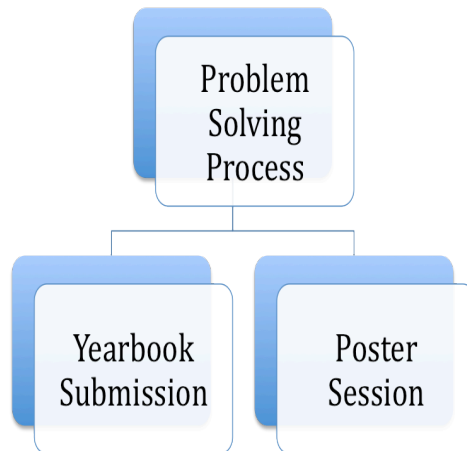




## Yearbook Submission and Poster Session Instructions



- The Poster and Yearbook Submission capture the **same** information, do not view these as two unrelated projects.
- As a way to capture the 2011-20112 school year, share how your team has used the Problem Solving Process.
- See the table on page 2 for a more detailed description of the two outcomes.
- Refer to the guidelines found on page 3-4 to walk you through the process. This corresponds with your Problem Solving Flipbook.
- If you have questions about the Yearbook and Poster requirements, do not hesitate to contact your district coach or a member of the ABC-UBI state team.
- **You do not need to bring handouts to the poster session and you do not need to send a powerpoint to the state team.**

Best wishes----- ABC-UBI State Implementation Team

ABC-UBI is a training platform for implementation of Response to Intervention in Utah Schools, sponsored by: the Utah State Office of Education, the Utah Personnel Development Center, and the State Professional Development Improvement Grant

	<b>Poster Session</b>	<b>Yearbook Submission</b>
<b><i>Purpose</i></b>	<b>CELEBRATION</b> of your team’s hard work and problem solving process in a public manner	<b>EDUCATIVE</b> —helping other schools, districts, and community members better understand how ABC-UBI can help a school develop a tiered system for prevention and intervention
<b><i>Due Date</i></b>	Spring Institute: March 14 <sup>th</sup> , 2012	Friday, May 4 <sup>st</sup> , 2011 Emailed to: <a href="mailto:heidim@updc.org">heidim@updc.org</a>
<b><i>Style</i></b>	“Science Fair” Type Poster to be on display during the Poster Session. One person from your team should be standing by your poster during the poster session, you may take turns.	A Word or Pages document demonstrates your team using the ProblemSolving process. May include photos, charts, graphs, etc. Be as elaborate or simple as you like.
<b><i>Sample</i></b>	Powerpoint template is provided or teams can create they own style. Template can be found on website.	See UPDC Elementary samples on the website as an example of the yearbook submission. (Word & Pages Samples)

## **Yearbook Submission and Poster Guidelines:**

1. **Credit:** Who's your administrator, building coordinator, team members and district coach?
2. **Problem Identification:** What is the problem? The purpose of this step is to define the problem as the measurable difference between the desired outcome and the actual behavior or performance. What do we want the students to learn? What is the desired outcome? What is the actual performance? What is the difference?

*Beginning Schools* may want to take a school wide or system support approach. The need for school wide behavioral expectations, systematic process for office referrals, staff agreement of major and minor behavioral infractions, or the need to develop a system for school wide academic benchmarking, etc.

*Advanced schools* may be able to focus on a specific area or specific intervention. For example: Tardies, Playground Behavior, School wide social skills, math instruction and intervention, etc.

3. **Problem Analysis:** Why is it happening? The purpose of this step is to gather relevant information in the domains of instruction, curriculum, environment and the learner(s) through the use of reviews, interviews, observations and data to determine contributing factors to the problem. Is there something we could change about the instruction, curriculum or environment? What does our data tell us?
4. **Plan Development & Implementation:** What should be done? The purpose of this step is to select and implement a system support or an intervention that is focused on what to teach, how best to teach it, and how to monitor progress. Ask yourself, "What is the simplest thing we can do that has the greatest

impact?” What did your team decide to do (or implement) based on the information and data gathered from problem identification and problem analysis? How did you implement it? What was involved?

5. **Plan Evaluation:** Did it work? The purpose of this step is to determine the effectiveness of the implemented system supports or interventions and make educational decisions? How will we know if they have learned it? What will we do if they don't? Was the system support or intervention successful? What data did the team use to determine success? Does the plan require more time, monitoring or modification? Was the outcome met? How will we sustain these supports? Do we need to go back to previous steps or celebrate success?