



**COMMONWEALTH of VIRGINIA
Department of Education**

May 12, 2017

TO: Division Superintendents

FROM: Steven R. Staples, Superintendent of Public Instruction

SUBJECT: Functional Behavioral Assessment and Behavior Intervention Plans: Five Two-Day Training Sessions

The Virginia Department of Education (VDOE), Office of Special Education Instructional Services, will offer five two-day training sessions on how to conduct a Functional Behavioral Assessment (FBA) and develop a positive Behavior Intervention Plan (BIP).

The sessions will focus on the steps in conducting FBAs and developing effective, positive BIPs. Participants will discuss the process as well as the purpose and rationale for a FBA/BIP. Activities will be used to increase participants' interaction with their colleagues and the process. The training will focus on the ten step process outlined by the VDOE's guidelines.

A FBA is an effective, research-based approach to identifying the reason(s) for a student's misbehavior, eliminating the problem behaviors that impede successful teaching and learning, and developing a corrective plan that emphasizes more appropriate and acceptable behavior.

This training is designed for school-based teams comprised only of persons who are currently employed by local public schools and authorized by the division superintendent to represent the school division. Therefore, registration for the training is limited to current public school employees only. No on-site registration will be accommodated. All registrants will be required to present a school-issued identification card at the check-in desk upon arrival. Individuals registered will not be permitted to send a substitute if they are unable to attend. No audio or video taping of the training sessions will be allowed. The Virginia Department of Education reserves the right to cancel the registration of any person who does not meet the registration criteria.

Day one of the training will be an overview of Positive Behavioral Interventions and Supports (PBIS) and disciplinary practices for students with disabilities. The emphasis will be on how a FBA/BIP fits into the tiered system within schools, and how FBA/BIP can serve as a positive approach to changing student responses. We will also discuss other issues associated with FBA/BIP, such as suspension and Manifestation Determination Review (MDR).

Day two will focus on the steps used to conduct a FBA and develop a positive and effective BIP. This interactive session will align with the guidelines document produced by VDOE. Participants are encouraged to bring questions and situations for discussion.

Registration for the training sessions is available at the links below:

Regions 1 & 8

Thursday, July 27, 2017, and Friday, July 28, 2017

Registration Deadline: Friday, July 7, 2017

Registration Link: https://events.membersolutions.com/event_register.asp?content_id=69821

Doubletree Hotel
1021 Koger Center Blvd.
Richmond, Virginia 23235

Regions 2 & 3

Monday, July 10, 2017, and Tuesday, July 11, 2017

Registration Deadline: Wednesday, June 28, 2017

Registration Link: https://events.membersolutions.com/event_register.asp?content_id=69757 

Doubletree – Norfolk Airport
1500 North Military Highway
Norfolk, Virginia 23502

Region 4

Thursday, July 20, 2017, and Friday, July 21, 2017

Registration Deadline: Friday, July 7, 2017

Registration Link: https://events.membersolutions.com/event_register.asp?content_id=69784 

Fredericksburg Expo and Conference Center
2371 Carl D. Silver Parkway
Fredericksburg, Virginia 22401

Region 5

Thursday, July 13, 2017, and Friday, July 14, 2017

Registration Deadline: Friday, July 7, 2017

Registration Link: https://events.membersolutions.com/event_register.asp?content_id=69823 

Doubletree Hotel
990 Hilton Heights Road
Charlottesville, Virginia 22901

Regions 6 & 7

Thursday, June 22, 2017, and Friday, June 23, 2017

Registration Deadline: Wednesday, June 14, 2017

Registration Link: https://events.membersolutions.com/event_register.asp?content_id=69759 

Holiday Inn Tanglewood
4468 Starkey Road, SW
Roanoke, Virginia 24018

If you have questions or need additional information, contact Ellen J. Harrison, Educational Specialist, Office of Special Education Instructional Services, at Ellen.Harrison@doe.virginia.gov or (804) 225-2709.

SRS/EH/dj