

SELF-ASSESSMENT SURVEY (SAS)

Self-Assessment Survey Clarifications for Coaches

- Before administering the SAS, the administrator, PBIS coach, or designee must have a log-in to the pbisapps.org website. Once you have this log-in, you will be able to view the SAS and provide a link to your staff members so they make take the assessment,
- Questions about obtaining a username and password can be directed to your Regional Implementation Project contacts.
- A 3-min video that gives a great overview of the PBIS Assessment site can be found here: <https://www.pbisapps.org/Resources/Pages/PBIS-Assessment-2-Video-Preview.aspx>
- Seek a high response rate from your pool of staff. Suggestions for improving Response Rates include:
 - a) hold a staff meeting in a media center to improve survey participation,
 - b) coffee and treats for custodians, bus drivers etc.,
 - c) provide incentives to those who completed the survey, d) send reminders out twice,
 - e) keep the open and close dates tight (one to two weeks),
 - f) remind staff answers are completely anonymous
 - g) let staff know the results will be shared with them

Information for coaches to give to STAFF members when emailing the link to take assessment:

The assessment you are about to take was developed at the University of Oregon and is used by most states implementing SW-PBIS. Some of the wording may be confusing because it was not designed specifically for our school district. The features in the survey are research-based, best practices and some may not be evident in our school at this time. This is a (baseline, end-of-year or continued monitoring) survey that we will use to help the PBIS team and the whole school community plan for growth and change as well as look at strengths in our school.

The Self Assessment Survey (SAS) is a tool to measure staff perceptions of the behavior support systems in a school. The survey examines both the status of a system (does it exist) and the need for improvement of each system (prioritizing needs). It looks at four system areas:

- **School-Wide Systems** – systems used and understood by all staff, all students, all settings
- **Non-Classroom Systems** – systems used for times and places where supervision (not teaching) is emphasized (e.g., hallways, cafeteria, playground, bus)
- **Classroom Systems** – systems where teaching and supervision take place
- **Individual Systems** – systems for supporting students who engage in chronic problem behavior

Specific instructions for completing the survey online is on the next page. Fill in the name of your school and your contact information before handing out.

Staff are advised to:

1. Base your rating on your individual experience. If a feature does not pertain to your position skip that feature both in the *Status* and *Priority for improvement*. If you do not understand a question you may skip it or ask for clarification.
2. Respond to the **Priority for Improvement** for **“partially in place features”** (some evidence of the feature being observed) and for **“not in place”** (no evidence of the feature). You do not need to respond to **Priority for improvement”** for features that you rate as **“in place”**.

Coaches – Update this before sending to staff:

A few clarifications/suggestions on some of the features and survey completion:

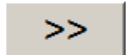
- When you see the word reward think of how we positively acknowledge students which does not have to be tangible (**if you have developed any specific “terms” for rewards name them**)
- When a team is mentioned it is the PBIS team that was trained (**give names if desired**)
- Reporting and collecting data is one job of the PBIS team
- The SAS and other measures assist teams/schools to write/complete action plans
- Booster trainings are re-teaching expectations, pep assemblies (**name anything that you have in place or are developing to continue teaching the 3-5 school-wide expectations**)
- **Give them the answer for question 18 on SW settings**
- **For the “individual student system” tell them the name of the group(s) that address supports for chronic behavior, Problem Solving Team, child study, Tier II team, etc.**
- Local resources may be district or (**name any agencies that work with your students**)



SELF-ASSESSMENT SURVEY (SAS) DATA ENTRY INFORMATION SHEET

LOGIN

1. A link will be sent to you from an administrator or PBIS Coach.
2. Click on the link to complete the SAS.
3. Begin completing the survey by selecting your occupation and then responding to each question.
4. There are four pages in the Self Assessment Survey. If the school staff member does not know an answer to a question use the "Don't Know/NA" option. The "Don't Know/NA" option can also be used for the Priority for Improvement answer if the item is Current Status is "In Place". As each page is completed, click on the gray arrow at the bottom left.
5. At the end of the survey, you'll receive a notice that your survey was submitted successfully.
6. Click on the X to leave the survey.



PBIS COACH OR LOCAL COORDINATOR INFORMATION

Name:

Email Address:

Phone: