

Training of Trainers Checklist



Level	Event	Outcome/Product	Date Completed
Readiness	Application		Due Dec 1
Readiness	Webinar 1	Commit to training plan and prepare for role in observing virtual training	February
Readiness	Webinar 2	SAS/TFI Assessment Overview of Training Content	March
Readiness	Webinar 3	Tier 1 Day 1 Content	April
Readiness	Webinar 4	Tier 1 Day 2 Content	May
Observation	Virtual/In-Person Tier 1	Observe Tier 1 Team virtual team training, or in-person training (take notes, get familiar with the content)	June
Observation	Webinar 5	Debrief training observation Review Tier 1	June
Practice	Webinar 6	Practice delivery of content Provide feedback to other TOTers	Sept
Practice	Webinar 7	Practice delivery of content Provide feedback to other TOTers	Oct
Practice	Webinar 8	Practice delivery of content Provide feedback to other TOTers	November

Midwest PBIS Network Training of Trainers January 2024

Practice	In-person or virtual training	Co-training content for Tier I or Tier II Team Training	Fall, winter, spring, summer institute or virtual training series
Fluency	Webinar 9	Develop fluency with data and evaluation Share training and coaching strategies	Jan
Fluency	Regional or in district training	Train solo in the district or regionally for Tier I	Scheduled by TOTer