Dear Staff,

 While the schools are closed, we have a unique opportunity to revitalize our behavior system. Universal Behavior Support, is an evidenced-based program that addresses everything from consistency and fidelity within the school, common languages regarding expectations for behavior, and how we teach replacement behaviors and deal with inappropriate behaviors.

 I am very excited about this opportunity to start fresh when we return to school. If we put in some work now, we can have the type of school that is respectful, resilient, and safe for all our students. In the next few days, I will be sending you a link to an online training. This will involve eight hours of actual video training and approximately eight hours of discussions and tasks that we will go through together.

 It will be amazing to have the students entering the school with clear expectations, definitions of what those behaviors look like in all the common areas of the school, lesson plans on teaching replacement behaviors, plans for reinforcing those behaviors, consistent staff behaviors on what is taken care of in the classroom and what is taken care of in the office, a data system for looking at behaviors and making decisions based on that data, and gaining support from the community and family members.

Sincerely,

(You will need to tell them how you plan to go through the training- either together or through individual learning and group discussions)