

Bullying Prevention and Education Grant Implementation Guide Cohort 3

Purpose: The Bullying Prevention and Education Grant (BPEG) Implementation Guide provides schools and districts with a structured set of activities that support effective implementation of the BPEG program. This guide is framed around the Stages of Implementation as defined by the National Implementation Research Network (NIRN). This BPEG Implementation Guide will be updated over time to stay up-to-date with the newest tools and resources.

Who Uses the BPEG Implementation Guide: The BPEG Implementation Team (BIT) should be the group completing the Implementation Guide. The BPEG Implementation Coach may serve as a facilitator to ensure that all perspectives are included when completing the Implementation Guide.

How to Use: BPEG program grantees may use this document to guide their implementation of the grant program. The BPEG Implementation Guide provides a scope and sequence for effectively putting into place the core components of the BPEG program. Within the “Evidence of Completion” column is an example of how the BIT may be able to determine the activity was completed but is not required as part of the BPEG program. Please note that even though the Implementation Guide includes specific months and years, every school is unique and thus may move more slowly or quickly through activities.

The BPEG Road Map provides a three-year overview of the program activities and goals on one page. These activities and goals are organized through the stages of implementation. As defined by NIRN, implementation of a program or practice occurs in four stages:

Exploration Stage: The exploration stage is when a site is considering implementation of the BPEG. The purpose of the exploration stage is to determine the extent of the identified needs, how well the BPEG meets those needs, the selection of an evidence-based curriculum, and whether implementation of the BPEG is feasible.

Installation Stage: The installation stage is when a site has decided to move forward with implementing the BPEG and begins developing the infrastructure to support its implementation.

Initial Implementation Stage: The initial implementation stage is when the BPEG Implementation Team (BIT) begins to deliver/use the BPEG at the school level.



Full Implementation Stage: The full implementation stage is when at least 50% or more of intended schools are implementing the BPEG with fidelity and outcomes are being achieved.

Acronyms/Abbreviations

BIT	BPEG Implementation Team	BPEG	Bullying Prevention and Education Grant	IC	Implementation Coach
EB	Evidence-based	PD	Professional Development	RFA	Request for Applications

BPEG Cohort 3 Roadmap

Exploration Stage

Year 0 09/21 – 12/21	<ul style="list-style-type: none"> • Applicants determine that bullying prevention is a significant need at their site. • Applicants submit an application to join the BPEG and are accepted.
Year 0 01/22 – 06/22	<ul style="list-style-type: none"> • Initial meeting with BPEG Grant Coordinator is held. • Tentative team members are selected for the BIT. • Implementation Coach is hired. • Student survey permission form included in orientation packets for next school year.

Installation Stage

Year 1 08/22 – 09/22	<ul style="list-style-type: none"> • Implementation Coach begins training. • First BIT meeting occurs. • Evidence-based bullying prevention curriculum is purchased.
Year 1 10/22 – 12/22	<ul style="list-style-type: none"> • BIT completes first BPEG Self-Assessment. • BIT members begin training on evidence-based curriculum and priority bullying prevention best practices. • BIT members develop action plans to guide bullying prevention efforts.
Year 1 1/23 – 6/23	<ul style="list-style-type: none"> • BIT develops a professional development plan for staff on the evidence-based curriculum and bullying prevention best practices. • BIT develops student survey procedures and communicates to staff. • BIT members continue receiving training on priority bullying prevention best practices.

Initial Implementation Stage

Year 1 Spring 2023	<ul style="list-style-type: none"> • Schoolwide student survey conducted. • Results of student survey are analyzed and used for problem solving.
Year 2 8/23 – 12/23	<ul style="list-style-type: none"> • School staff begin implementation of the evidence-based curriculum. • School staff begin implementation of priority bullying prevention best practices. • BIT measures fidelity of implementation. • Results of student survey are communicated with stakeholders. • BIT completes second BPEG Self-Assessment
Year 2 1/24 – 6/24	<ul style="list-style-type: none"> • Continue implementation of evidence-based bullying prevention curriculum. • Conduct student survey. • Continue to use action planning to improve implementation of bullying prevention best practices.
Year 3 08/24 – 12/24	<ul style="list-style-type: none"> • Implement PD plan to support training and coaching of staff in bullying prevention best practices. • Implement evidence-based bullying prevention curriculum and prioritized best practices.

Full Implementation Stage

Year 3 1/25 – 6-25	<ul style="list-style-type: none"> • Implement evidence-based bullying prevention curriculum and bullying prevention best practices with fidelity. • Conduct student survey. • Continue to use action planning to improve implementation of bullying prevention best practices.
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YEAR 0

Roles	Goals	Grantee Activities	Evidence of Completion
September 2021 – December 2021			
District/ School Grant Writers	0.1 Submit BPEG application 0.2 Get accepted into the BPEG	<ul style="list-style-type: none"> Grant writers review RFA for the BPEG, assess needs, write and submit application to CDE. 	<p>Application submitted</p> <p>Formal letter of acceptance into the BPEG</p>

Spring 2022			
BPEG Grantee District and School Admin	0.3 District/school leaders schedule initial contact meeting with Grant Coordinator to lead to a mutually informed decision to proceed with implementing the grant.	<ul style="list-style-type: none"> Meet with BPEG Grant Coordinator to review commitments for the BPEG program. Secure commitment to proceed with additional meetings. Identify preferred communication between CDE and grantee. 	<p>Commitment from leadership to engage in additional meetings.</p> <p>Identified preferred communication method(s).</p>
BPEG Grantee District and School Admin	0.4 Tentative team members volunteer/selected to be part of the BPEG implementation Team next school year.	<ul style="list-style-type: none"> School and district leaders solicit interest from a representative collection of staff, families, and community members on being part of the BPEG Implementation Team (BIT) next school year. Preliminary BIT includes at least one member who has decision-making authority for the school. 	List of BIT members created.

Roles	Goals	Grantee Activities	Evidence of Completion
BPEG Grantee District and School Admin	0.5 The Implementation Coach position is posted.	<ul style="list-style-type: none"> Informed by the Implementation Coach Competencies document, the BPEG IC position is posted. 	BPEG IC position is posted.
BPEG Grantee District and School Admin	0.6 An Implementation Coach for the school is hired.	<ul style="list-style-type: none"> The school's BPEG IC is hired with a start date after July 1, 2022 (when Grant Award Letters are distributed). 	BPEG IC position is offered and accepted.
School Admin	0.7 Parent survey permission form included in orientation packets for 2022-2023 school year.	<ul style="list-style-type: none"> School adopts/adapts parent opt-in permission form for students to take the annual BPEG student survey. Parent permission form is included as part of new student orientation packets and required documentation at the beginning of the year. 	<p>Parent permission form is drafted.</p> <p>Parent permission form is included in orientation packets.</p>

YEAR 1 – BPEG Implementation

Roles	Goals	Grantee Activities	Evidence of Completion
August 2022			
BPEG IC	1.1 BPEG IC is prepared to lead first BIT meeting.	<ul style="list-style-type: none"> BPEG IC attends training with BPEG Grant Coordinator to receive training on teaming best practices and the goals of first BIT meeting. 	Registered and attended training with BPEG Grant Coordinator.
September 2022			
School Admin/ BPEG IC	1.2 A representative team is finalized to lead the BPEG.	<ul style="list-style-type: none"> The BIT is finalized and includes representation of staff, families, and the community. The BIT includes at least one member who has decision-making authority for the school/district. 	BIT formed or the responsibilities of the BIT adopted by an existing school team.
School Admin	1.3 School admin publicly supports the BPEG program to all staff.	<ul style="list-style-type: none"> School administrator(s) describe the BPEG program to all staff and provide opportunities for questions. School administrator(s) publicly express support for the BPEG program. 	Meeting agenda with time for school administrator to discuss the BPEG program.
BPEG IC	1.4 First BIT meeting occurs and the BIT begins engaging in teaming best practices.	<ul style="list-style-type: none"> Broad overview of the BPEG program is provided so that all BIT members understand its purpose and goals. The BIT assigns roles and responsibilities for BIT meetings including that of the facilitator, note taker, and active participants. The BIT develops/adopts norms The BIT designates specific team member to be responsible for coordinating data. 	BIT meeting notes.

Roles	Goals	Grantee Activities	Evidence of Completion
		<ul style="list-style-type: none"> • The BIT develops a standard meeting agenda format that includes space for action items. • The BIT sets schedule for calendar year (date, timeframe, location). Schedule at least one BIT meetings per month. • The BIT decides rules for making decisions as a team (e.g., Fist-to-Five). 	
BIT	1.5 All BIT members have an initial understanding of the BPEG, its goals, and processes.	<ul style="list-style-type: none"> • BIT members read the grant application. • BIT members review tools and resources for the BPEG: <ul style="list-style-type: none"> ○ BPEG Practice Profiles ○ BPEG Self-Assessment 2.0 ○ BPEG Implementation Guide ○ BPEG Year at a Glance 	BIT meeting notes indicate tools and resources were provided to all BIT members.
School Admin	1.6 Evidence-based bullying prevention curriculum is purchased.	<ul style="list-style-type: none"> • The school purchases the EB bullying prevention curriculum. 	The school's EB curriculum is delivered to the building.

October 2022

BIT/BPEG IC	1.7 The BIT understands areas of success and growth in implementing the BPEG program.	<ul style="list-style-type: none"> • The BIT completes the BPEG Self-Assessment 2.0 • BPEG IC summarizes data from the BPEG Self-Assessment and provides this summary to BIT members 	<p>BPEG Self-Assessment 2.0 is completed and submitted online to CDE.</p> <p>Summary of BPEG Self-Assessment data permanent product is complete.</p>
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Roles	Goals	Grantee Activities	Evidence of Completion
BIT Members	1.8 BIT members begin completing training associated with the selected curriculum.	<ul style="list-style-type: none"> • BIT members get access to curriculum training • BIT members begin training on selected curriculum 	BIT meeting notes indicate BIT members have begun EB curriculum training.

November 2022			
BIT	1.9 BIT improves knowledge of data-based decision making.	<ul style="list-style-type: none"> • BIT receives training on data-based decision making. <ul style="list-style-type: none"> ○ Problem-solving model ○ Action Planning 	BIT meeting notes show training is completed.
BIT	1.10 BIT begins creating an action plan for the EB curriculum.	<ul style="list-style-type: none"> • BIT creates action plan items for their evidence-based curriculum. 	Evidence-Based curriculum action plan started.
BIT	1.11 BIT begins creating an action plan to improve identified priority best practices.	<ul style="list-style-type: none"> • BIT uses a data-based decision making process to identify priority best practices to improve based on results of their BPEG Self-Assessment. • BIT creates action plan items for their prioritized best practices. 	Action plan started for prioritized best practices.

Roles	Goals	Grantee Activities	Evidence of Completion
December 2022			
BIT	1.12 BIT completes creation of an action plan for the evidence-based curriculum.	<ul style="list-style-type: none"> • The BIT completes creation of an action plan for the evidence-based curriculum. 	Action plan for the evidence-based curriculum is complete.
BIT	1.13 BIT completes creation of an action plan to improve identified priority best practices.	<ul style="list-style-type: none"> • The BIT completes creation of an action plan to improve the identified priority best practices. 	Action plan for the prioritized best practice is complete.

January 2023			
BIT/School Admin	1.14 Training and coaching infrastructure for evidence-based bullying prevention curriculum is outlined.	<ul style="list-style-type: none"> • BIT begins developing a PD plan for all school staff to become trained on the EB curriculum. <ul style="list-style-type: none"> ○ PD plan allows appropriate staff the time to review curriculum materials, ask questions, and complete training. ○ PD plan includes procedures for training new staff who join the school. ○ PD plan includes process for providing coaching support to staff administering EB curriculum lessons. 	PD plan permanent product showing initial progress.
BIT/School Admin	1.15 Training and coaching infrastructure for priority best practices is outlined.	<ul style="list-style-type: none"> • BIT begins developing a PD plan for appropriate school staff to become trained on the priority best practices. <ul style="list-style-type: none"> ○ PD plan allows appropriate staff the time to review materials, ask questions, and complete training. ○ PD plan includes procedures for training new staff who join the school. ○ PD plan includes process for providing coaching support to staff administering the selected priority. 	PD plan permanent product showing initial progress.

Roles	Goals	Grantee Activities	Evidence of Completion
BIT/School Admin	1.16 Appropriate staff receive communication on the training and coaching schedule.	<ul style="list-style-type: none"> • BIT and/or school administration communicates with appropriate staff through multiple channels on the training and coaching schedule. • The BIT provides opportunities for staff to provide feedback on the training and coaching. 	<p>Documentation of the training and coaching schedule communication.</p> <p>Feedback from staff is included as an agenda item in a BIT meeting.</p>

February 2023

BIT	<p>1.17 BIT members have knowledge of and are able to utilize a data-based decision-making process.</p> <p>1.18 BIT understands data systems for bullying prevention.</p>	<ul style="list-style-type: none"> • BPEG IC trains BIT members on the school's behavioral data system. <ul style="list-style-type: none"> ○ BIT learns about what behavior data are collected at the school. ○ BIT learns about where behavior data are stored at the school. ○ BIT learns about how to access behavior data at the school. ○ BIT learns about what fidelity data are collected on the EB curriculum. • BIT schedules review of behavior and bullying data as a team at least quarterly. 	<p>Training materials permanent product.</p> <p>BIT meeting notes.</p>
BIT	1.19 Develop student survey protocols.	<ul style="list-style-type: none"> • The BIT creates a process for administering, analyzing, and reporting the student survey in the spring. <ul style="list-style-type: none"> ○ Obtaining active parent permission to survey students ○ Ensuring confidentiality of student data ○ Organizing data for analysis • How and when results will be summarized and communicated to all stakeholders 	BIT meeting notes; communication to staff regarding survey process.

Roles	Goals	Grantee Activities	Evidence of Completion
BIT	1.20 All staff understand the process for surveying students.	<ul style="list-style-type: none"> The student survey process is communicated to all staff with the opportunity for staff to ask questions and provide feedback. 	<p>Communication permanent product.</p> <p>Feedback from staff is included as an agenda item in a BIT meeting.</p>
BIT	1.21 Begin implementation of PD plan for the EB curriculum.	<ul style="list-style-type: none"> The BIT supports training and coaching for the EB curriculum as outlined in its PD plan. 	Training and coaching schedule permanent product.
BIT	1.22 Begin implementation of PD plan for the priority best practices.	<ul style="list-style-type: none"> The BIT supports training and coaching for the priority best practices as outlined in its PD plan. 	Training and coaching schedule permanent product.

March 2023

BIT	<p>1.23 Review of action plans completed.</p> <p>1.24 Revised action plans created to improve the implementation of the EB curriculum and prioritized best practices.</p>	<ul style="list-style-type: none"> BIT reviews action plans to determine progress and areas of continued need. The BIT revises their EB curriculum and prioritized best practices action plans based on the above review and up-to-date behavioral data. 	Revised action plans; BIT meeting notes.
BIT	1.25 Clear communication processes and messages are developed.	<ul style="list-style-type: none"> The BIT develops a communication plan <ul style="list-style-type: none"> Topics include annual student survey outcomes and improvements to bullying prevention best practices implementation. Multiple methods of communication are considered (e.g., newsletter, social media post). Accessibility (e.g., language barriers) are considered and addressed. Options for stakeholder feedback is included. 	Communication plan shows initial progress.

Roles	Goals	Grantee Activities	Evidence of Completion
April 2023			
BIT	1.26 BIT members begin understanding the current state of bullying prevention efforts at the school.	<ul style="list-style-type: none"> • The BIT assesses and documents existing bullying prevention and intervention resources in place at the school. <ul style="list-style-type: none"> ○ Resources and supports provided by the BPEG program. ○ Existing initiatives at the school. • The BIT organizes and aligns Tier 1, 2, and 3 bullying prevention and intervention supports. 	Initiative Inventory shows initial progress.
Spring 2023			
BIT	1.27 Continue implementation of PD plan for the EB curriculum.	<ul style="list-style-type: none"> • The BIT supports training and coaching for the EB curriculum as outlined in its PD plan. 	Updated PD plan including fidelity data.
BIT	1.28 Continue implementation of PD plan for the priority best practices.	<ul style="list-style-type: none"> • The BIT supports training and coaching for the priority best practices as outlined in its PD plan. 	Updated PD plan including fidelity data.
BIT/School Staff	1.29 Student survey administered to 60% or more of students.	<ul style="list-style-type: none"> • The student survey is administered to students. <ul style="list-style-type: none"> ○ Confidentiality protocols are adhered to during administration. 	Student survey results are entered online to CDE.
BIT/BPEG IC	1.30 Behavior and bullying data are used to action plan for next school year.	<ul style="list-style-type: none"> • Results from the survey are organized and analyzed. • BIT reviews student survey data. • BIT uses data-based decision making process to identify areas of success and need. • BIT revises their action plans to address areas of need based on student survey data and other behavior data (e.g., office discipline referrals). 	Revised action plans; BIT meeting notes.

Roles	Goals	Grantee Activities	Evidence of Completion
BIT	1.31 Clear communication processes and messages are developed.	<ul style="list-style-type: none"> • The BIT completes a communication plan <ul style="list-style-type: none"> ○ Topics include annual student survey outcomes and improvements to bullying prevention best practices implementation. ○ Multiple methods of communication are considered (e.g., newsletter, social media post). ○ Accessibility (e.g., language barriers) are considered and addressed. • Options for stakeholder feedback is included. 	Completed communication plan.
BIT	1.32 BIT members know the current state of bullying prevention efforts at the school.	<ul style="list-style-type: none"> • The BIT assesses and documents existing bullying prevention and intervention resources in place at the school. • The BIT organizes and aligns Tier 1, 2, and 3 bullying prevention and intervention supports. 	Initiative Inventory is completed with bullying prevention and intervention supports aligned to tiers of support.

YEAR 2 – BPEG Implementation

Roles	Goals	Grantee Activities	Evidence of Completion
August 2023			
BIT	2.1 Begin implementation of PD plan for the EB curriculum and priority best practices.	<ul style="list-style-type: none"> • The BIT trains new staff on the EB curriculum and bullying prevention best practices. • The BIT provides refresher training on the EB curriculum and bullying prevention best practices to returning staff. • The BIT begins initial implementation of coaching supports as outlined in the PD plan. 	Training materials; Agenda with space for training of staff; Updated PD plan with fidelity data.
All School Staff	2.2 EB curriculum and bullying prevention best practices begin to be implemented.	<ul style="list-style-type: none"> • All school staff begin initial implementation of bullying prevention best practices. • Appropriate staff begin administering initial EB curriculum lessons. 	EB curriculum fidelity data.
BIT/School Admin	2.3 Bullying data are communicated to all stakeholders.	<ul style="list-style-type: none"> • Results are summarized for communication to stakeholders (e.g., families, students). • Communication to stakeholders includes the prevention and intervention efforts taking place this school year. 	Updated communication plan with fidelity data.
BPEG IC/BIT	2.4 First BIT meeting takes place.	<ul style="list-style-type: none"> • BIT welcomes any new members. • BIT reviews norms, roles, and processes. • BIT develops long-term goals for the current school year based on bullying outcome data, other behavior data, and an analysis of all action plans. 	BIT meeting notes.

Roles	Goals	Grantee Activities	Evidence of Completion
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September 2023

BIT/BPEG IC	2.5 The BIT understands areas of success and growth in implementing the BPEG program.	<ul style="list-style-type: none"> • The BIT completes the BPEG Self-Assessment v2.0 for the 2023-2024 school year. • BPEG IC summarizes data from the BPEG Self-Assessment and provides this summary to BIT members. 	BPEG Self-Assessment 2.0 is completed and submitted online to CDE. Summary of BPEG Self-Assessment data permanent product is complete.
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October 2023

BIT	<p>2.6 Review of action plans completed.</p> <p>2.7 Revised action plans created to improve the implementation of bullying prevention best practices.</p>	<ul style="list-style-type: none"> • BIT reviews action plans to determine progress and areas of continued need. • The BIT revises their action plans based on the review of action plans and data from most recent Self-Assessment. 	Revised action plans; BIT meeting notes.
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Fall 2023

Appropriate school staff	2.8 Continue implementation of EB curriculum with fidelity.	<ul style="list-style-type: none"> • Appropriate school staff implement the EB curriculum with fidelity. 	EB curriculum fidelity data.
All school staff	2.9 Continue implementation of priority best practices.	<ul style="list-style-type: none"> • All school staff engage in bullying prevention best practices as trained and coached by the BIT and in alignment with the BIT's action plans. 	action plans with fidelity data.
BIT	2.10 Continue implementation of PD plan for the EB curriculum.	<ul style="list-style-type: none"> • The BIT supports training and coaching for the EB curriculum as outlined in its PD plan. 	Updated PD plan with fidelity data.

Roles	Goals	Grantee Activities	Evidence of Completion
BIT	2.11 Continue implementation of PD plan for the priority best practices.	<ul style="list-style-type: none"> The BIT supports training and coaching for the priority best practices as outlined in its PD plan. 	Updated PD plan with fidelity data.
Families, students, community members, and staff	2.12 Clear two-way communication is in place and utilized by all stakeholders.	<ul style="list-style-type: none"> The BIT implements their two-way communication plan to receive feedback on bullying prevention efforts by all stakeholders. 	Updated communication plan with fidelity data.

Spring 2024

BIT	2.13 Continue implementation of PD plan for the EB curriculum.	<ul style="list-style-type: none"> The BIT supports training and coaching for the EB curriculum as outlined in its PD plan. 	Updated PD plan with fidelity data.
BIT	2.14 Continue implementation of PD plan for the priority best practices.	<ul style="list-style-type: none"> The BIT supports training and coaching for the priority best practices as outlined in its PD plan. 	Updated PD plan with fidelity data.
Appropriate school staff	2.15 Continue implementation of EB curriculum with fidelity.	<ul style="list-style-type: none"> Appropriate school staff implement the EB curriculum with fidelity. 	EB curriculum fidelity data.
All school staff	2.16 Continue implementation of priority best practices.	<ul style="list-style-type: none"> All school staff engage in bullying prevention best practices as trained and coached by the BIT and in alignment with the BIT's action plans. 	Action plans with fidelity data.

Roles	Goals	Grantee Activities	Evidence of Completion
BIT	<p>2.17 Review of action plans completed one or two times during the spring.</p> <p>2.18 Revised action plans created to improve the implementation of the EB curriculum and prioritized best practices.</p>	<ul style="list-style-type: none"> • BIT reviews action plans to determine progress and areas of continued need. • The BIT revises their EB curriculum and prioritized best practices action plans based on the above review and up-to-date behavioral data. 	Revised action plans; BIT meeting notes.
BIT/School Staff	2.19 Student survey administered to 60% or more of students.	<ul style="list-style-type: none"> • The student survey is administered to students. <ul style="list-style-type: none"> ○ Confidentiality protocols are adhered to during administration. 	Student survey results are entered online to CDE.
BIT/BPEG IC	2.20 Behavior and bullying data are used to prioritize goals for next school year.	<ul style="list-style-type: none"> • Results from the annual student survey are organized and analyzed. • BIT reviews student survey data. • BIT uses data-based decision making process to identify areas of success and need. • BIT prioritize areas of need based on student survey data and other behavior data (e.g., office discipline referrals). 	Revised action plans; BIT meeting notes.

YEAR 3 – BPEG Implementation

Roles	Goals	Grantee Activities	Evidence of Completion
August 2024			
BIT	3.1 Begin implementation of PD plan for the EB curriculum and priority best practices.	<ul style="list-style-type: none"> • The BIT trains new staff on the EB curriculum and bullying prevention best practices. • The BIT provides refresher training on the EB curriculum and bullying prevention best practices to returning staff. • The BIT begins initial implementation of coaching supports as outlined in the PD plan. 	Updated PD plan with fidelity data.
All School Staff	3.2 EB curriculum and bullying prevention best practices begin to be implemented.	<ul style="list-style-type: none"> • Appropriate staff begin administering initial EB curriculum lessons. • All school staff begin initial implementation of bullying prevention best practices. 	EB curriculum fidelity data. action plans with fidelity data.
BIT/School Admin	3.3 Bullying data are communicated to all stakeholders.	<ul style="list-style-type: none"> • Results are summarized for communication to stakeholders. • Communication to stakeholders includes the prevention and intervention efforts taking place this school year. 	Updated communication plan with fidelity data.
BPEG IC/BIT	3.4 First BIT meeting takes place.	<ul style="list-style-type: none"> • BIT welcomes any new members. • BIT reviews norms, roles, and processes. • BIT develops goals for the current school year based on bullying outcome data and other behavior data. 	BIT meeting notes.

Roles	Goals	Grantee Activities	Evidence of Completion
September 2024			
BIT/BPEG IC	3.5 The BIT understands areas of success and growth in implementing the BPEG program.	<ul style="list-style-type: none"> The BIT completes the BPEG Self-Assessment v2.0 for the 2024-2025 school year. BPEG IC summarizes data from the BPEG Self-Assessment and provides this summary to BIT members. 	BPEG Self-Assessment 2.0 is completed and submitted online to CDE. Summary of BPEG Self-Assessment data permanent product is complete.

October 2024			
BIT	<p>3.6 Review of action plans completed.</p> <p>3.7 Revised action plans created to improve the implementation of bullying prevention best practices.</p>	<ul style="list-style-type: none"> BIT reviews action plans to determine progress and areas of continued need. The BIT revises their action plans based on the review of action plans and data from most recent Self-Assessment. 	Revised action plans; BIT meeting notes.

Fall 2024			
Appropriate school staff	3.8 Continue implementation of EB curriculum with fidelity.	<ul style="list-style-type: none"> Appropriate school staff implement the EB curriculum with fidelity. 	EB curriculum fidelity data.
All school staff	3.9 Continue implementation of priority best practices.	<ul style="list-style-type: none"> All school staff engage in bullying prevention best practices as trained and coached by the BIT and in alignment with the BIT's action plans. 	action plans with fidelity data.
BIT	3.10 Continue implementation of PD plan for the EB curriculum.	<ul style="list-style-type: none"> The BIT supports training and coaching for the EB curriculum as outlined in its PD plan. 	Updated PD plan with fidelity data.

Roles	Goals	Grantee Activities	Evidence of Completion
BIT	3.11 Continue implementation of PD plan for the priority best practices.	<ul style="list-style-type: none"> • The BIT supports training and coaching for the priority best practices as outlined in its PD plan. 	Updated PD plan with fidelity data.
Families, students, community members, and staff	3.12 Clear two-way communication is in place and utilized by all stakeholders.	<ul style="list-style-type: none"> • The BIT implements their two-way communication plan to receive feedback on bullying prevention efforts by all stakeholders. 	Updated communication plan with fidelity data.

Spring 2025

BIT	3.13 Continue implementation of PD plan for the EB curriculum.	<ul style="list-style-type: none"> • The BIT supports training and coaching for the EB curriculum as outlined in its PD plan. 	Updated PD plan with fidelity data.
BIT	3.14 Continue implementation of PD plan for the priority best practices.	<ul style="list-style-type: none"> • The BIT supports training and coaching for the priority best practices as outlined in its PD plan. 	Updated PD plan with fidelity data.
BIT	3.15 Begin planning for sustainability of bullying prevention efforts after the end of the BPEG program.	<ul style="list-style-type: none"> • The BIT uses a data-based decision making process to determine assets and needs to support sustainability of bullying prevention efforts after the end of the BPEG program. 	BIT notes; action plans supporting sustainability
Appropriate school staff	3.16 Continue implementation of EB curriculum with fidelity.	<ul style="list-style-type: none"> • Appropriate school staff implement the EB curriculum with fidelity. 	EB curriculum fidelity data.
All school staff	3.17 Continue implementation of priority best practices.	<ul style="list-style-type: none"> • All school staff engage in bullying prevention best practices as trained and coached by the BIT and in alignment with the BIT's action plans. 	action plans with fidelity data.

Roles	Goals	Grantee Activities	Evidence of Completion
BIT	<p>3.18 Review of action plans completed.</p> <p>3.19 Revised action plans created to improve the implementation of bullying prevention best practices.</p>	<ul style="list-style-type: none"> • BIT reviews action plans to determine progress and areas of continued need. • The BIT revises their action plans based on the review of action plans and data from most recent Self-Assessment. 	Revised action plans; BIT meeting notes.
BIT/School Staff	3.20 Student survey administered to 60% or more of students.	<ul style="list-style-type: none"> • The student survey is administered to students. <ul style="list-style-type: none"> ○ Confidentiality protocols are adhered to during administration. 	Student survey results are entered online to CDE.
BIT/BPEG IC	3.21 Behavior and bullying data are used to prioritize goals for next school year.	<ul style="list-style-type: none"> • Results from the survey are organized and analyzed • BIT reviews student survey data • BIT uses data-based decision making process to identify areas of success and need • BIT prioritize areas of need based on student survey data and other behavior data (e.g., office discipline referrals). 	Revised action plans; BIT meeting notes.