

*It is our mission for CAPTAIN to help to establish trainer of trainers at the local level on ASD and to support a common set of accepted Evidence Based Practices (EBPs), to connect providers from various agencies in hopes of establishing/strengthening local networks and facilitating cross agency communication and training. There are three **Impact Goals** we are hoping local teams can influence through your collaborative work:*

1. *Increase knowledge about ASD and EBPs within your communities*
2. *Increase implementation and fidelity of use of the identified EBPs by providers and implementers*
3. *Improve and increase collaboration between the various agencies serving and supporting individuals with ASD within your communities (e.g. schools, regional centers, FRCs, vendors/nonpublic providers, mental health providers, etc.)*

In order to work toward these outcomes, we have set the following objectives/requirements for the CADRE members:

ALL

- Complete “ASD Across the Lifespan” Online Class through Coursera
- Complete annual CAPTAIN online survey
- Participate in Annual CAPTAIN Summit
- Participate in local CAPTAIN collaborative meetings/activities to implement local plans (quarterly)

Requirement of SELPA Nominated Cadre Members:

- Provide trainings for your SELPA on “Overview of ASD, CAPTAIN and EBPs for ASD” (at least 1 per year)
- Provide 3 Trainings in Specific EBP’s
- Provide implementation coaching for 3 teachers/programs within your SELPA using implementation checklists and coaching process OR Train 3 additional coaches on CAPTAIN Model of training and coaching EBPs for ASD
- Meet with SELPA Leadership to discuss and plan for local implementation of EBPs and Regional Plans

Requirements of Regional Center Nominated Cadre Members

- Provide trainings for Service Coordinators/RC Staff on “Overview of ASD, CAPTAIN and EBPs for ASD” (at least 1 per year)
- Provide Training to Vendors on “Overview of ASD, CAPTAIN EBPs for ASD” (at least 3 per year)
- Meet with your RC Leadership to discuss ways to increase understanding and use of EBPs and Implementation of Regional Plans
- Participate in Quarterly ARCA sanctioned ASD Coordinators Meetings

Requirements of FRC/FEC/UCEDD Nominated Cadre Members :

- Share information with your support organization staff about CAPTAIN, EBPs for ASD and LTSAE resources so that they may assist with information dissemination (Does not need to be a formal training, but Cadre must commit to sharing with their staff)

- Act as a LTSAE "Deputy Ambassador," which includes assisting with Regional Milestones Brochure development and dissemination to support child find

Requirements for Pre-service Teacher Educators

- Share information about CAPTAIN and EBPs for ASD with your Department so that other teacher educators at your institution are able to integrate information into their teaching
- Include Overview of CAPTAIN, ASD and EBPs into appropriate course work
- Provide opportunities for teacher candidates in your program to take specific EBP training modules and use fidelity checklists (during observations or as part of their own fieldwork/student teaching)

In addition, as a member of CAPTAIN you are a vital part of your Regional Implementation Team. **All Cadre members are required to attend quarterly Regional Implementation Team (RIT) meeting.** These meetings are an opportunity to share resources, work on your RIT goals, and troubleshoot barriers to implementation and collaboration. How these meetings are structured can help your collaboration process. Here is a **suggestion** for how to organize your quarterly meetings:

Meeting 1 after summit:

- Establish roles & responsibilities (facilitator, note taker, snack person, etc.)
- Schedule all meetings for the coming year (or have a doodle poll person).
- Review or complete GAS goals.
- Break into workgroups or committees to review your action plans for your GAS goals.

Meetings 2 – 3:

- Report out on workgroup activities
- Guest speaker or program showcase

Meeting 4 Before Summit:

- Review all GAS goals and rate your RIT completion
- Prepare for CAPTAIN Showcase (poster to share back with Cadre at the Summit)

How'd we do?

Reflect on your work from the past year. Take a few minutes to celebrate your successes!! Evaluate your goals from last year's plan. Discuss those things that contributed to success and may have been obstacles or barriers. Next, think about, share and discuss ways your regional CAPTAIN chapter can work together to accomplish the core impact goals of CAPTAIN. Develop your 2017-18 goals and have fun!!!

CAPTAIN PLANNING FORMS | 2017

Regional Implementation Team

Region:

Name of RIT: CAPTAIN BRIDGES

Goal Area	GAS Score <small>(circle)</small>	What influenced our accomplishments?	What were Barriers to our work?
1. Increase knowledge about ASD and EBPs in our community	<p>1</p> <p>2</p> <p>3</p> <p>4XX</p>	<p><u>Quarterly meetings</u></p> <p><u>Distributed Milestones by target dates</u></p> <p><u>Summit</u></p> <p><u>Flexability and collaboration</u></p> <p><u>TRUST</u></p>	<p><input type="checkbox"/> Time</p> <p><input type="checkbox"/> Support from leadership</p> <p><input type="checkbox"/> Resources _____</p> <p><input type="checkbox"/> Other _____</p> <p><input type="checkbox"/> Other _____</p> <p><input type="checkbox"/> Other _____</p> <p><input type="checkbox"/> Other _____</p>
2. Increase implementation and fidelity of use of the identified EBPs by providers and implementers	<p>1XX</p> <p>2</p> <p>3</p> <p>4</p>	<p>Oops-Did some surveys but did not revisit goals at quarterly meetings</p>	<p><input type="checkbox"/> Time</p> <p><input type="checkbox"/> Support from leadership</p> <p><input type="checkbox"/> Resources _____</p> <p><input checked="" type="checkbox"/> Other: Staying on target with regional goals and agendize our meetings</p> <p><input type="checkbox"/> Other _____</p>
3. Improve and increase collaboration between the various agencies serving and supporting individuals with ASD	<p>1</p> <p>2</p> <p>3</p> <p>4XX</p>	<p>Meetings increased in prep for the summit</p> <p>Face to face was a bonus</p> <p>Collaboration between quarterly</p> <p>Shared Google drive</p>	<p><input type="checkbox"/> Time</p> <p><input type="checkbox"/> Support from leadership</p> <p><input type="checkbox"/> Resources _____</p> <p><input type="checkbox"/> Other _____</p> <p><input type="checkbox"/> Other _____</p> <p><input type="checkbox"/> Other _____</p> <p><input type="checkbox"/> Other _____</p>

1 – No progress baseline level 2 – Some progress 3- Met goal 4-Exceeds expectations

Regional Chapter Name: Bridges - Regional Facilitator Quarterly Meeting Host

CAPTAIN Liaison Karin Jinbo

Brainstorm on New Projects and Collaborations

(see list below for inspiration, but don't limit your team to the ideas listed)

How can our organizations **work together on training for staff and families?**

- Provide a presentation to CAC
- Conduct a collaborative parent training
- Hold regional conference showcasing EBP's
- Cross training for new staff,
- Develop/establish demonstration sites within our region,
- Hold a make and take for families or new teachers,
- Other _____

How can our organizations work together **to provide updates** to each other on relevant policy and practice changes that impact services to those with ASD?

- Customize and distribute the LTSAE brochure
- Create a regional CAPTAIN social media site with links to CAPTAIN
- Quarterly meetings,
- List serve/newsletter,
- Hot topics presentation at quarterly meeting
- Other _____

How can our Regional Implementation Team **connect with other agencies** in our area that need to become a part of this network)?

- Post CAPTAIN brochures at network (e.g. Higher Ed., Vendors/Providers, Local Support and Advocacy Groups)?
- Give presentations at community colleges, teacher training programs or local advocacy groups
- Other _____

What **project, conference or product** could our regional team develop (EBP conference, brochure, table at Autism Walk, CAPTAIN Newsletter, etc.)?

- Customize and distribute the LTSAE brochure
- Other _____

Goal Area 1: Increasing knowledge about ASD & EBPs in our community

Current Level of Performance Data gathered on (0)	<p>Quarterly meetings and half-day regional summit</p> <p>LTSAE Brochures disseminated</p>
Initial Objective (1)	<p>Identify needs for dissemination of information - survey by agency/subgroups by designing and sending out via google forms.</p> <p>Google Form will load into a spreadsheet where data can be organized and analyzed.</p>
Secondary Objective (2)	<p>Provide trainings/workshops in each sub-region/agency/selpa according to coaching responsibilities. BRIDGES will maintain a shared document of trainings on local topics. Entry of information is responsibility of Trainer via Google Forms. Review of this information will occur at quarterly meetings.</p>
Expected Level of Outcome (3)	<p><i>Hold a full-day summit one time prior to CAPTAIN North Summit 2019.</i></p>
Exceeds Expected Outcome (4)	<p>Increase number/type of participants—greater than 40 and one more agency.</p>

Ideas: Identify coaching needs, Have coached person testify to value, EBPs—what should Regional Centers be looking for in their reports.

Goal Area 2: Increase implementation and fidelity of use of the identified EBPs by providers and implementers

<p>Current Level of Performance Data gathered on (0)</p>	<p>Each cadre coach will identify his/her respective fidelity checklist and implementation plan.</p>
<p>Initial Objective (1)</p>	<p>Collect quarterly EBP implementation & fidelity data. Review at Quarterly Meetings</p>
<p>Secondary Objective (2)</p>	<p>Collect monthly EBP implementation fidelity data and share at each quarterly meeting</p>
<p>Expected Level of Outcome (3)</p>	<p><i>Each coach reports a 20% increase in implementation fidelity.</i></p>
<p>Exceeds Expected Outcome (4)</p>	<p>Cadre recommends two persons for CAPTAIN Certification in respective EBP.</p>

Goal Area 3: Improve and increase collaboration between the various agencies serving and supporting individuals with ASD

<p>Current Level of Performance Data gathered on (0)</p>	<p>Quarterly meetings in rotating locations.</p>
<p>Initial Objective (1)</p>	<p>Less than 50% attendance of cadre at quarterly meetings</p>
<p>Secondary Objective (2)</p>	<p>50% attendance of cadre at quarterly meetings</p>
<p>Expected Level of Outcome (3)</p>	<p><i>At least one rep from each representative agency and 50% attendance of cadre at quarterly meetings</i></p>
<p>Exceeds Expected Outcome (4)</p>	<p>At least one rep from each representative agency is present and cadre maintains monthly check-in/communication.</p>

Quarterly Meeting Schedule:**1. March 6th 2018 @11 AM-1PM**

- **HOST: Zoom-Karin/Internet (generate Summit location)**
- **AGENDA items: 1) Attendance, 2) Finalize google forms – needs assessment & training log, 3) Review LTSAE brochure dissemination, 4) Identify fidelity checklists and implementation plans, 5) Identify Summit Location & begin topics/presentation brainstorm/plan, 6) T-shirts, vector logo?, 7) Review Action Plan Items & consensus on tasking action items, 8) Identify dates for final needs assessment data collection, monthly check-ins 9) Confirm Quarterly meeting locations, 10) Identify and confirm agenda items for next quarterly meeting**

2. June 14th 2018 @ 11 AM-1PM

- **HOST: Petaluma/Sonoma SELPA**
- **AGENDA Items: 1) Attendance, 2) Review quarterly fidelity/implementation data, 3) Summit Structure/Plan & Tasked action items**

3. September 17th 2018 @ 11AM to 1PM

- **HOST: San Francisco SELPA**
- **AGENDA items: 1) Attendance, 2) Review quarterly fidelity/implementation data, 3) Finalize Summit details/logistics/attendance**

4. October 18th 2018 Full Day Summit**5. December 13th 2018 @ 11AM – 1PM**

- **HOST: Solano County SELPA**
- **AGENDA Items: 1) Attendance, 2) Review Quarterly data, 3) Review summit feedback/attendance/evaluations**

CAPTAIN PLANNING FORMS | 2017

CAPTAIN BRIDGES

NAME	Agency Affiliation	EMAIL	PHONE Contact (optional)
Ingrid Lin	Golden Gate Reg Ctr.	ilin@ggrc.org	
Kourtney Sweeney	Marin County SELPA	ksweeney@marinschools.org	
Andrew Weiher	Marin County SELPA	aweiher@nUSD.org	
Kelly Golomb	Napa County SELPA	kgolomb@napacoe.org	
Erica Mayer	Napa County SELPA	Erica_mayer@nvUSD.org	
Mila DeWitt	North Bay Reg. Ctr.	milad@nbrc.net	No Longer participating
Gayatri Mahajan	North Bay Reg. Ctr.	gmnbrC@gmail.com	
Kathryn Pedgrift	North Bay Reg. Ctr.	Katiep@nbrc.net	
Menaka DeAlwis	San Francisco SELPA	dealwism@sfUSD.edu	
Lisa Field	San Francisco SELPA	fieldL@sfUSD.edu	
Jan Steed	San Francisco SELPA	Steedj@sfUSD.edu	
Clare Chandler	San Mateo SELPA	cchandler@seq.org	
Natasha King	San Mateo SELPA	nking@smcoe.org	
Stacey Tachiki	San Mateo SELPA	stachiki@rcsdk8.net	
Christina Gomez	Solano County SELPA	christinaG@vacavilleUSD.org	
Lauren Hylton	Solano County SELPA	LaurenH@vacavilleUSD.org	
Dorothy Rothenbaum	Solano County SELPA	drothenbaum@solanocoe.net	
Kristen Silliman	Solano County SELPA	KristenS@fsUSD.org	
Kanani Cherry	Solano County SELPA	kcherry@solanocoe.net	
Sharen Bertrando	Sonoma County Charter SELPA	sbertrando@sonomaselpa.org	
Vanessa Riggs	Sonoma County SELPA	Vanessa_riggs@crpusd.org	
Tracy Whitaker	Sonoma County SELPA	twhitaker@scoe.org	