

Handout: Example Agenda for Supporting School Staff to Implement Session 2 Training

Participant Agenda

Time	Topic
10 minutes	Welcome, introductions, and logistics
15 minutes	Session 2 training reflection
25 minutes	Applying learnings from Session 2 training
10 minutes	Wrap-up and next steps

Annotated Agenda

Meeting objectives

- All certified school staff will reflect on and discuss the training content with fellow staff members and their school trauma team.
- All certified school staff will ask clarifying questions about the content from the training.
- School trauma teams will discuss strategies and resources in greater detail to help all certified school staff apply the content from the training to their local school and classroom contexts.

10 minutes. Welcome, introductions, and logistics

- Welcome participants and review the agenda.
- Re-introduce yourself and include an icebreaker for participants.
 - Invite participants to share one takeaway from the REL Appalachia Session 2 training, a favorite memory from the classroom, and/or another icebreaker.
- Briefly review information about the purpose of the training sessions and logistics regarding frequency of meetings, and reiterate the structure and topics of the four-session trauma-sensitive professional development series.

10 minutes. Training video 2 reflection

- Provide a brief recap of the main topics discussed during the REL AP training video 2.
 - What trauma screening is (and is not).
 - Trauma screeners use brief measures to assess a wide range of experiences and identify common reactions to but not all symptoms of trauma. Trauma assessment is a more comprehensive and tailored process administered by a licensed clinician.
 - The importance of screening students for experiences and effects of trauma.
 - Remind staff that trauma screening is a crucial first step in helping students exposed to trauma, and their families, recover from trauma exposure and its effects.
 - How to communicate the benefits of screening and its results, including to students, families, and educators.
- Address any clarifying questions from school staff about the REL AP training video 2.

25 minutes. Applying learnings from training video 2 in schools

Planning and preparing for screening

- Discuss the purpose and goals of screening students and what schools should screen for.

- Review Handout: [Common trauma symptoms in students and helpful strategies for educators](#) and PowerPoint slides 7–13 of training video 2.
- Ask participants to share their reflections on the following question from training video: What are the most compelling reasons to identify/screen students for experiences and effects of trauma? What data might you use to identify students most likely experiencing traumatic stress, in addition to those collected through Terrace Metrics?

Communicating around screening and the results

- Discuss how to share students, families, educators, and school and community partners about the benefits of trauma screening.
 - **Suggested activity:** invite participants to role play communicating the **benefits** of trauma screeners (Terrace Metrics or otherwise) with various stakeholders, including students, families, and educators. Focus on how the increased awareness that results from trauma screeners can lead to improved engagement, behavior, and academic outcomes in schools. Review PowerPoint slides 14–16 of training video 2 and slides 14–16 in followup 1.
- Discuss how to inform appropriate individuals about the results of trauma screening, in a respectful, empathetic, and culturally appropriate ways.
 - **Suggested activity:** invite participants to role play sharing the **results** of trauma screeners (Terrace Metrics or otherwise) with various stakeholders. Consider asking the group to imagine different scenarios, such as screening results that indicate elevated trauma reactions (or not) and to rehearse how they might approach the conversations. Review PowerPoint slide 17 of training video 2 and slides 9–12 in followup 1 and explore more resources in [ScreenTIME](#) website if needed.
- Ask participants to share any challenges they have faced in how the school will use the results of trauma screeners. Participants will also discuss strategies they might want to try to address these challenges.

10 minutes. Wrap-up and next steps

- Ask participants to share one to two action items or trauma-sensitive practices related to trauma screening they plan to try implementing in their school or classroom after this meeting and that they can report back on during the next meeting.
- Invite participants to consider how to make these strategies more accessible and utilized by other colleagues at their school.
- Confirm the date and time of the next meeting for this project.