



	SUMMER	BACK-TO-SCHOOL	FALL	WINTER	SPRING
Leader Team	<ol style="list-style-type: none"> 1. Review the Leader Team Introduction module and create a Leader Team 2. Complete the Second Step[®] SEL for Adults Implementation Plan <ul style="list-style-type: none"> • Build a shared vision • Learn program fundamentals • Follow setup procedures and finalize rollout plan • Make a professional learning calendar • Plan ongoing communications • Prepare Overview PowerPoint Presentation 	<ol style="list-style-type: none"> 1. Facilitate the Second Step SEL for Adults Program Overview and Module 1: Building Trust Kickoff whole-staff presentation 	<ol style="list-style-type: none"> 1. Begin Module 1: Building Trust <ul style="list-style-type: none"> • Complete microlearnings • Attend monthly Leader Team meetings • Send monthly reminders to all staff to begin next unit • Review and take forward proposed new routines from staff small-group meetings 	<ol style="list-style-type: none"> 1. Facilitate Module 1: Building Trust Wrap-Up and Module 2: Managing Stress Kickoff whole-staff presentations 2. Begin Module 2: Managing Stress <ul style="list-style-type: none"> • Complete microlearnings • Attend monthly Leader Team meetings • Send monthly reminders to all staff to begin next unit 	<ol style="list-style-type: none"> 1. Facilitate the Module 2: Managing Stress Wrap-Up whole-staff presentation
All Staff		<ol style="list-style-type: none"> 1. Participate in the Second Step SEL for Adults Program Overview and Module 1: Building Trust Kickoff whole-staff presentation 	<ol style="list-style-type: none"> 1. Begin Module 1: Building Trust <ul style="list-style-type: none"> • Complete microlearnings • Participate in monthly small-group meetings 	<ol style="list-style-type: none"> 1. Participate in the Module 1: Building Trust Wrap-Up and Module 2: Managing Stress Kickoff whole-staff presentations 2. Begin Module 2: Managing Stress <ul style="list-style-type: none"> • Complete microlearnings • Participate in monthly small-group meetings 	<ol style="list-style-type: none"> 1. Participate in the Module 2: Managing Stress Wrap-Up whole-staff presentation

REMEMBER
Each module spans approximately 4 months

Check in with staff to monitor and support program implementation

Practice skills and strategies and apply routines schoolwide