Dear Summer Institute Participant:

It’s hard to believe that the Summer Institute is only a few short days away! We are looking forward to seeing 395 participants from 63 schools! Your team has already received a confirmation email of the strand, workshop, credit choices, and meal selections for each team participant. The Summer Institute Planning Team is especially excited about “going nautical” as this year’s theme is: ***All Hands on Deck: Collaborating to Chart a Course for Social and Academic Success****.* Be prepared for special activities that will bring out the best in you and your crew (team)! So, don your stripes and deck shoes, and get ready to come aboard the BEST/MTSS Summer Institute!

Here are ten important details to help everyone navigate this year’s Institute for smooth sailing:

1.      **Institute Registration:** If you are planning to arrive at Killington Grand Hotel on Sunday, register early from 7:00 – 8:30 p.m. in the promenade outside the Oscar Wilde Ballrooms on the ground floor. Monday registration is from 7:00 – 8:00 a.m. in the same location. The [**Graduate Course**](https://www.pbisvermont.org/resource/bestmtss-summer-institute-course-flyer/)deskis also located in this area.

1. **Getting Around:**A few strands and several Wednesday morning workshops will take place at the Snowshed Lodge, a short walk from the Killington Grand Hotel. There is a map in your Institute folder to help you find your way. If you need accommodations getting over to the Snowshed, please contact Anne Dubie at [anne.dubie@uvm.edu](mailto:anne.dubie@uvm.edu).
2. **Meals at the Institute:** We’ve planned four days of healthy and tasty regular or custom meals! Participants will receive meal tickets as indicated on the individual registration forms. Please note: switching meal tickets during the Institute is not an option. Contact Anne Dubie immediately at [anne.dubie@uvm.edu](mailto:anne.dubie@uvm.edu) if you will need a different meal ticket.
3. **Afternoon Team Time:**The Oscar Wilde Ballroom will have **Team Posters** hanging on the walls in alphabetical order. Your team leader is expected to visit this poster each day to post contact information and afternoon meeting locations. **Institute Resource Consultants** will visit your team each afternoon (so keep your poster updated!) to take attendance, check in about how things are going, and assist you in accessing Institute resources and activities. All school teams are expected to complete the Institute Strategy Form online at <https://www.surveymonkey.com/r/H7GWG85> by the end of the Institute. School teams attending **PBIS strands** should submit their PBIS Staff Handbooks to Anne Dubie at anne.dubie@uvm.edu.
4. **We are Saving Trees!**All strand and workshop materials will be posted online this year. To download materials go to: <https://www.pbisvermont.org/training-resources/best-mtss-summer-institute/>. Please check back regularly for updated materials.
5. **For up-to-date information on Institute activities**: To get Institute updates, follow us on Facebook at <https://www.facebook.com/groups/1706282779583906/>. Alternatively, visit “What’s New” at <http://www.uvm.edu/~cdci/best/?Page=new.html>
6. **Lodging alert!** Check-in time at the Killington Grand Hotel is 4:00 p.m. on Sunday and check-out time is 11:00 a.m. on Thursday. At check-in, you will be required to provide a credit card deposit for each room in your party. If you still need to make a reservation that will be paid by your school, you will be asked to provide your school’s tax exempt number. If you have questions about your reservation, contact the Killington Grand Hotel at 1-800-282-9955.
7. **Wondering what to bring?**Visit the Summer Institute Camp List at <http://www.uvm.edu/~cdci/best/?Page=camplist.html>
8. **Schedule at a Glance:**<http://www.uvm.edu/cdci/best/2018BSISchedule.docx>
9. **The Institute will be at full capacity!** We are expecting approximately 395 participants from 63 schools! **All meals provided are for Institute staff and participants only**.  Guests will not be allowed to attend meals or other activities held in the ballroom as every seat will be occupied!

**NEW! Networking Opportunities:**Grab your food at the buffet and meet colleagues in Preston’s Restaurant for an informal networking lunch. **Tuesday:**School Counselors and School Mental Health Clinicians; **Wednesday:**School Administrators

**Special Activities (OPTIONAL):**

**Monday: Special Session: Intro to PBIS:** 3:00 – 4:00 p.m., Northstar II

**Monday: Meet, Greet & Eat!** 5:00 - 6:30 p.m., Lower Lobby or Poolside (weather permitting)

**Tuesday and Wednesday: Bookseller:** All day, outside Oscar Wilde Ballroom

**Tuesday: Resilience Movie:** 4:30 – 5:30 p.m., Oscar Wilde Ballroom

**Tuesday: Trivia Night:** 7:00 - 10:00 p.m., Oscar Wilde Ballroom (a lite fare menu will be available in this location from 6:30 - 9:00 p.m., so come early and place your order!)

**Wednesday: DJ and Karaoke:** 7:30 - 10:30 p.m., Oscar Wilde Ballroom (a lite fare menu will be available in this location from 6:30 - 9:00 p.m., so come early and place your order!)

**Guided Hikes Available:**Times TBD (will be posted on the Institute Facebook page)

*For real time updates, visit our Facebook page at:*[*https://www.facebook.com/groups/1706282779583906/*](https://www.facebook.com/groups/1706282779583906/)*or visit “What’s New” at*[*http://www.uvm.edu/~cdci/best/?Page=new.html*](http://www.uvm.edu/~cdci/best/?Page=new.html)