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| Day 1 | | | | | |
| Tasks To Be Completed | Completed? | Who is  Responsible? | When  will it be started? | When will it be completed? | When will we evaluate it? |
| * Solidify Tier I Practices (TFI >= 70%) |  |  |  |  |  |
| * Plan for review of Classroom expectations and routines |  |  |  |  |  |
| * Classroom Self-Assessment is reviewed and shared   (TFI 1.7 & 1.8) |  |  |  |  |  |
| * Short PD planned for Self-Assessment/Classroom Management |  |  |  |  |  |
| * Short PD planned for Student Engagement/OTR |  |  |  |  |  |
| * Team refines TIPS process   (TFI 1.2) |  |  |  |  |  |
| * Plan for Bully Prevention Curriculum Implementation |  |  |  |  |  |
| * Team works with coach to schedule and complete fidelity measures (SAS, POI, TFI) |  |  |  |  |  |
| * Intervention team is solidified   (TFI 2.1 & 2.2) |  |  |  |  |  |
| * Communication system for Tier I and Intervention Teams Established |  |  |  |  |  |
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| Tasks To Be Completed | Completed? | Who is  Responsible? | When  will it be started? | When will it be completed? | When will we evaluate it? |
| Day 2 | | | | | |
| * Intervention Team Roles Established   (TFI 2.2) |  |  |  |  |  |
| * Team uses Intervention Meeting Template   (TFI 2.2) |  |  |  |  |  |
| * System for identifying students needing Tier II interventions is in place   (TFI 2.3 & 2.4) |  |  |  |  |  |
| * Request for Assistance form is developed   (TFI 2.4) |  |  |  |  |  |
| * Plan is developed to communicate Request for Assistance Process and Community Resources to community and staff   (TFI 2.4 & 2.9) |  |  |  |  |  |
| * Team identifies community resources for needed interventions   (TFI 2.7) |  |  |  |  |  |
| * CICO Coordinator Identified |  |  |  |  |  |
| * CICO Specialist(s) identified |  |  |  |  |  |
| * Provide overview of Tier II to school staff |  |  |  |  |  |

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| Tasks To Be Completed | Completed? | Who is  Responsible? | When  will it be started? | When will it be completed? | When will we evaluate it? |
| Day 3 | | | | | |
| * Staff & family commitment for CICO |  |  |  |  |  |
| * Student identification process for CICO |  |  |  |  |  |
| * Daily CICO point card developed |  |  |  |  |  |
| * CICO Routines and procedures are identified |  |  |  |  |  |
| * Acknowledgement system for CICO established |  |  |  |  |  |
| * System is created for communicating with families about CICO |  |  |  |  |  |
| * Morning check-in, teacher check-in and afternoon check-out routine established |  |  |  |  |  |
| * Process is developed for training students, staff, and families on CICO |  |  |  |  |  |
| * Data is used to monitor student progress |  |  |  |  |  |
| * Substitute staff communication established |  |  |  |  |  |
| * CICO-SWIS Readiness is completed |  |  |  |  |  |
| * 2-3 people identified for CICO-SWIS Training |  |  |  |  |  |
| * Send point card, CICO description, & license agreement to SWIS facilitator |  |  |  |  |  |
| * Provide overview of CICO to Staff |  |  |  |  |  |

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| Day 4 | | | | | |
| Tasks To Be Completed | Completed? | Who is  Responsible? | When  will it be started? | When will it be completed? | When will we evaluate it? |
| * Team assesses the fidelity of CICO & Tier II interventions   (TFI 2.12) |  |  |  |  |  |
| * Team assesses the effectiveness of CICO & Tier II interventions   (TFI 2.11) |  |  |  |  |  |
| * Team refines and finalizes CICO & Tier II interventions   (TFI 2.5) |  |  |  |  |  |
| * Decision rules established for CICO & Tier II Interventions (fading/self-management/ different intervention) |  |  |  |  |  |
| * Team continues to partner with community agencies on interventions   (TFI 2.5) |  |  |  |  |  |
| * Team reviews acknowledgement systems for Tier II interventions |  |  |  |  |  |
| * Team completes Targeted Intervention Guide |  |  |  |  |  |
| * Targeted SEL (e.g., Strong Kids) Systems are defined |  |  |  |  |  |
| * Targeted SEL data collection is defined |  |  |  |  |  |
| * Team continues emphasis on staff feedback and communication throughout the year |  |  |  |  |  |