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| **Tier I** |
| Before Tier I Training |
| * Contact team and introduce yourself
* Attend your team’s Pre-Implementation TFI with TBSP Educational Consultant
* Watch the *Introduction to Coaching in RTI2-B* module
 |
| During Tier I Training |
| * Attend training and support your teams during activity times
* Prompt teams to review their baseline TFI data and identify areas to strengthen
* Prompt teams to add to their Tier I Training Action Planning Form after each activity
* Help schools align district initiatives
* Provide feedback to teams regarding their plan
 |
| After Tier I Training/Throughout Planning  |
| * Follow-up with team about Tier I Implementation Manual and action plan for the upcoming year
* Prompt teams to prepare implementation materials (refer to *Tier I Implementation Checklist*)
* Prompt teams to organize and facilitate faculty and staff roll-out and training
* Help teams develop a plan for teaching students
* Provide team with feedback on their Tier I Implementation Manual
* Have your school send TBSP their Tier I Implementation Manual
 |
| Ongoing Throughout School Year |
| * Attend monthly Tier I Team meetings
* Access resources from TBSP
* Help schools as needed with implementation
* Provide resources, feedback, and prompting
* Attend Team Lead Meetings provided by TBSP
* Maintain regular communication with TBSP Educational Consultant
 |
| August |
| * Encourage teams as they begin implementation
* Support schools during faculty and staff roll-out and training
* Prompt teams to have a Tier I meeting
* Help team set up their system to review ODR data monthly
 |
| September |
| * Prompt schools to complete universal behavior screener
* Help teams score/review universal behavior screener
* Help team review Tier I data (e.g., ODRs, attendance)
 |
| October |
| * Prompt team to provide staff with plan for re-teaching expectations after fall break
* Conduct Fall TFI with school teams and provide feedback about action planning and implementation
* Help team review Tier I data (e.g., school-wide risk percentages on universal behavior screener)
 |
| November |
| * Help team review Tier I data (e.g., Fall TFI, ODRs, attendance)
* Prompt team to share school-wide data with staff
 |
| December |
| * Prompt schools to complete winter universal behavior screener
* Help team score/review universal behavior screener
* Help team review Tier I data (e.g., ODRs, attendance)
 |
| January |
| * Prompt teams to provide staff with plan for re-teaching Tier I plan to students
* Help team review Tier I data (e.g., school-wide risk percentages on universal behavior screener)
 |
| February |
| * Encourage faculty and staff to complete the PIRS Survey
* Help team review Tier I data (e.g., ODRs, attendance)
 |
| March |
| * Prompt teams to provide staff with plan for re-teaching expectations after spring break
* Review each school’s PIRS Report with their team
* Help team review Tier I data (e.g., ODRs, attendance)
 |
| April |
| * Prompt schools to complete spring universal behavior screener
* Help team score/review universal behavior screener
* Help team review Tier I data (e.g., ODRs, attendance)
* Prompt teams to share school-wide data with staff
 |
| May/End of Year |
| * Conduct Spring TFI with school teams and provide feedback about action planning and implementation
* Help team review Tier I data (e.g., school-wide risk percentages on universal behavior screener)
* Prompt Team Leads and Administrators to complete the Annual Report
 |
| Summer |
| * Help teams make changes to their Tier I plan (consider staff input from PIRS Report)
* Help schools align new initiatives with RTI2-B, if applicable
* Meet with teams to plan for the upcoming year
 |
| Accessing Additional Tier I Resources |
| * Visit [www.tennesseebsp.org](http://www.tennesseebsp.org)
* Click on Tiers, then click on Tier I
* Click on Team Log-In, then click on Tier I, then enter password tbsp1 to access training materials
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| **Tier II** |
| Before Tier II Training |
| * Contact team and introduce yourself
* Attend your team’s Pre-Implementation Tier II TFI with TBSP Educational Consultant
 |
| During Tier II Training |
| * Attend training and support your teams during activity times
* Prompt teams to review their baseline TFI data and identify areas to strengthen
* Prompt teams to add to their Tier II Training Action Planning Form after each activity
* Help schools align district initiatives
* Provide feedback to teams on their plan
 |
| After Tier II Training/Throughout Planning  |
| * Follow-up with team about Tier II & CICO Implementation Manual and action plan for the upcoming year
* Prompt teams to prepare implementation materials (refer to *Tier II Implementation Checklist*)
* Prompt teams to organize and facilitate faculty and staff roll-out and training
* Help teams develop a plan for training identified students and their families
* Help teams organize their data for identifying students (e.g., universal behavior screener, ODRs, attendance, teacher nomination)
* Provide team feedback on their Tier II & CICO Implementation Manual
* Remind team to send TBSP their Tier II & CICO Implementation Manual
 |
| Ongoing Throughout School Year |
| * Attend regular Tier II Team meetings
* Access resources from TBSP
* Help schools as needed with implementation and use of data
* Provide resources, feedback, and prompting
* Attend Team Lead Meetings provided by TBSP
* Maintain regular communication with TBSP Educational Consultant
 |
| August |
| * Support teams during faculty and staff roll-out and training of Tier II and CICO
* Help team establish their system to use data to identify students
* Encourage teams as they pilot CICO with a small group of students and begin implementing other Tier II interventions, if applicable
* Remind teams to collect baseline DPR data before a student begins CICO
* Attend Tier II meeting(s)
* Help teams use the Progress Monitoring Tool to track student DPR data
 |
| September |
| * Prompt schools to complete universal behavior screener
* Help teams use data to identify students
* Help teams use the Progress Monitoring Tool to track student DPR data
* Encourage team discussions about progress monitoring data (e.g., students who are responding positively to CICO and should begin self-management and fading as well as students who are responding poorly and need an adaptation to CICO)
* Collect fidelity of implementation data using fidelity checklists and DPR reviews for each student
* Help teams continue to pilot CICO
 |
| October |
| * Discuss pilot CICO and any changes that need to be made
* Work with team to plan for full CICO implementation
* Prompt teams to remind staff of how to provide feedback and complete DPRs
* Conduct Fall TFI with school teams and provide feedback about action planning and implementation
	+ *Note, the TFI can only be completed electronically once per window on pbisapps.org, so consider completing the first tier with the team on a paper copy and putting that data into pbisapps.org as you complete the second tier electronically with your team.*
* Help team review Tier II data (e.g., entrance criteria, progress monitoring, exit criteria, and fidelity of implementation data)
 |
| November |
| * Help team review Tier II TFI data and use TFI Action Planning Form
* Support team as they continue full CICO implementation
* Help team review Tier II data (e.g., entrance criteria, progress monitoring, exit criteria, and fidelity of implementation data)
 |
| December |
| * Prompt schools to complete winter universal behavior screener
* Support team as they continue full CICO implementation
* Help team review Tier II data (e.g., entrance criteria, progress monitoring, exit criteria, and fidelity of implementation data)
 |
| January |
| * Prompt teams to remind staff of the Tier II plan and their role in CICO
* Support team as they continue full CICO implementation
* Help team review Tier II data (e.g., entrance criteria, progress monitoring, exit criteria, and fidelity of implementation data)
 |
| February |
| * Encourage faculty and staff to complete the PIRS Survey
* Support team as they continue full CICO implementation
* Help team review Tier II data (e.g., entrance criteria, progress monitoring, exit criteria, and fidelity of implementation data)
 |
| March |
| * Prompt teams to remind staff of the Tier II plan and their role in CICO after spring break
* Support team as they continue full CICO implementation
* Help team review Tier II data (e.g., entrance criteria, progress monitoring, exit criteria, and fidelity of implementation data)
 |
| April |
| * Prompt schools to complete spring universal behavior screener
* Support team as they continue full CICO implementation
* Help team review Tier II data (e.g., entrance criteria, progress monitoring, exit criteria, and fidelity of implementation data)
 |
| May/End of Year |
| * Conduct Spring TFI with school teams and provide feedback about action planning and implementation
	+ *Note, the TFI can only be completed electronically once per window on pbisapps.org, so consider completing the first tier with the team on a paper copy and putting that data into pbisapps.org as you complete the second tier electronically with your team.*
* Help team review Tier II data (e.g., entrance criteria, progress monitoring, exit criteria, and fidelity of implementation data)
* Prompt Team Leads and Administrators to complete the Annual Report
 |
| Summer |
| * Help teams make changes to their Tier II plan (consider staff input)
* Help schools align new initiatives with RTI2-B, if applicable
* Meet with teams to plan for the upcoming year
 |
| Accessing Additional Tier II Resources |
| * Visit [www.tennesseebsp.org](http://www.tennesseebsp.org)
* Click on Tiers, then click on Tier II
* Click on Team Log-In, then click on Tier II, then enter password tbsp2 to access training materials
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