

MTSS Annual Planning Document

School: _____

Date: ____/____/____

Planning Team:

Month	Suggested Topic	Who	How
August	<ul style="list-style-type: none"> • Plan new staff orientation <ul style="list-style-type: none"> • DIBELS Next/AIMSweb Data System Set-up • SWIS Data System Set-up 		
September	<ul style="list-style-type: none"> • Review schoolwide behavior support with staff • Teach behavior expectations with students • Prepare for DIBELS Next/AIMSweb assessments • Conduct DIBELS Next/AIMSweb assessments • Evaluate DIBELS Next AIMSweb data • Share DIBELS Next AIMSweb data with staff • Develop reading action plan based on data • Conduct grade level/ department meeting • Provide supports for students needing strategic/intensive intervention • Conduct Schoolwide Leadership meeting • Send out Monthly newsletter with Schoolwide supports updates 		
October	<ul style="list-style-type: none"> • Review effectiveness of supports for students needing strategic/intensive intervention • Identify and support new cases of students “at risk” • Complete EBS Self-Assessment Survey, share results with entire staff • Conduct Schoolwide Leadership meeting • Send out Monthly newsletter with Schoolwide supports updates 		
November	<ul style="list-style-type: none"> • Prepare and present to School board, PTA, etc. • Review effectiveness of supports for students needing strategic/intensive intervention • Identify and support new cases of students “at risk” • Send out Monthly newsletter with Schoolwide supports updates • Conduct Schoolwide Leadership meeting • Conduct grade level/department meeting 		

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December	<ul style="list-style-type: none"> • Review effectiveness of supports for students needing strategic/intensive intervention • Identify and support new cases of students “at risk” • Prepare procedures to review behavior expectations for after break • Send out Monthly newsletter with Schoolwide supports updates • Conduct Schoolwide Leadership meeting 		
January	<ul style="list-style-type: none"> • Review behavior expectations with students • Prepare for DIBELS Next/AIMSweb assessments • Conduct DIBELS Next/AIMSweb assessments • Evaluate DIBELS Next/AIMSweb data • Share DIBELS Next/AIMSweb data with staff • Evaluate first semester results of reading and behavior program and develop action plan • Conduct grade level/department meeting • Provide supports for students needing strategic/intensive intervention • Conduct Schoolwide Leadership meeting • Send out Monthly newsletter with Schoolwide supports updates 		
February	<ul style="list-style-type: none"> • Review effectiveness of supports for students needing strategic/intensive intervention • Identify and support new cases of students “at risk” • Conduct grade level/department meeting • Send out Monthly newsletter with Schoolwide supports updates • Conduct Schoolwide Leadership meeting 		
March	<ul style="list-style-type: none"> • Review effectiveness of supports for students needing strategic/intensive intervention • Identify and support new cases of students “at risk” • Conduct grade level/department meeting • Send out Monthly newsletter with Schoolwide supports updates • Conduct Schoolwide Leadership meeting 		
April	<ul style="list-style-type: none"> • Review effectiveness of supports for students needing strategic/intensive intervention • Identify and support new cases of students “at risk” • Conduct grade level/department meeting • Send out Monthly newsletter with Schoolwide supports updates • Conduct Schoolwide Leadership meeting 		

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May	<ul style="list-style-type: none"> • Prepare for DIBELS Next/AIMSweb assessments • Conduct DIBELS Next/AIMSweb assessments • Evaluate DIBELS Next/AIMSweb data • Share DIBELS Next/AIMSweb data with staff • Evaluate Second semester results of reading and behavior program • Conduct grade level/department meeting (prepare for next year) • Conduct Schoolwide meeting 		
June	<ul style="list-style-type: none"> • Celebrate success • Communicate outcomes/results with key entire staff, parents, central office 		