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| **COMPONENT** | **PRODUCTS/DOCUMENTS** | **PROCESSES** | **PERSONNEL** | **TRAINING** |
| Team | * Team roles & responsibilities
* Meeting agenda(s)
	+ Systems meeting
	+ Problem solving meeting
* Meeting norms, rules, etc.
 | * Create meeting schedule for year
 | * Systems team
* Problem solving team
 | * Tier II team training
* Booster training
* Coaching
 |
| Identification of Students | * Data decision rules
* Nomination form (request for assistance)
* Process flow chart (continues below)
	+ All sources of identifying students
	+ Determining eligibility thru data decision rules
* Screening tool (optional)
 | * Nomination process
	+ Location of forms
	+ Who can nominate
	+ How nominations are submitted
	+ What data need to accompany nomination
* Process for using a screening tool in classroom
 | * Data manager
* Intervention Coordinator
* Administrator
* Teachers
* Systems team
 | * Staff PD on nomination process, including data collection
* Staff PD on use of screening tool
 |
| Match Intervention to Function of Behavior  | * Process flow chart (continued)
	+ Determine function of behavior
	+ Select appropriate intervention
* Matrix: interventions vs. function of behavior
* Antecedent-Behavior-Consequence (ABC) observation and data collection form
* ABC worksheet to determine function
 | * Antecedent-Behavior-Consequence (ABC) data collection and problem-solving process to determine function of behavior
 | * Behavior specialist
* Referring teacher(s)
* Problem solving team
 | * Staff PD on function of behavior and use of ABC data collection worksheet
 |
| Progress Monitoring | * Daily progress report (DPR) for students in interventions
* Data tool or system
* Meeting organizer
 | * Process for students to receive feedback throughout day from adults
	+ Receive DPR
	+ Get feedback
	+ Turn in DPR
* Review progress data and organize for meetings (intervention coordinator)
 | * Prob Solv team
* Intervention Coordinator
* Intervention facilitators
* Students
* Teachers
 | * Training for students and teachers on using the DPR
* Training for Intervention Coordinator and facilitators on use of data tool
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| Communication | * Home/school
	+ Permission to participate in interventions
	+ Daily progress, signature
* Team/teacher
	+ Reverse request for assistance
	+ Student progress
 | * Will be different for each intervention
 | * Students
* Parents
* Teachers
* Prob Solv team
 |  |
| Fidelity Evaluation | * TFI for Tier II
* Tier II progress monitoring tool
 | * Schedule for doing TFI
* Schedule for monitoring the effectiveness of Tier II and each intervention
 | * Systems team
 |  |
| Effective Professional Development | * Training materials – written, video, etc.
	+ Tier II – overview
	+ Tier II interventions
	+ Staff orientation to their role(s) in interventions
 | * Create schedules for training staff
 | * Systems team
* School staff
 | * Tier II introduction
* Introduction to each intervention
* All staff PD mentioned above
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