



**Broward County Public Schools  
MTSS/RtI BEST Practice #2 Targets  
2015 – 2016 School Year**



BP #2 Targets		Suggested Timeline	Target Evidence	Target Verification
1	Identify RtI Core Team members and Collaborative Problem Solving Team members for 2015 - 2016 school year.	August 21, 2015	CPS Team default members entered in BASIS 3.0	BASIS 3.0 Report
2	Identify RtI Contact for the 2015 – 2016 school year.	August 21, 2015	Entered in School Resource Locator	School Resource Report
3	Create 2015 – 2016 school year CPST meeting calendar.	August 21, 2015	Completed CPS Team Meeting Calendar	OSPA Central and SIP Plan
4	Facilitate MTSS/RtI and 4-Step Problem Solving Overview for CPS Team and instructional staff. **	August 28, 2015	Meeting agenda/minutes **Select Schools RtI Instructional Facilitator	Annual MTSS/RtI Survey RtI Observation
5	Provide staff with manuals, tools and resources <a href="http://www.browardprevention.org">http://www.browardprevention.org</a>	<b>Ongoing 2015 – 2016 SY</b> Initial August 21, 2015	Meeting agenda/minutes, email	Annual MTSS/RtI Survey RtI Observation
6	Share RtI Newsletter with all faculty and staff.	<b>Ongoing 2015 – 2016 SY</b> 10 <sup>th</sup> of Month	School website, agenda/minutes, email	Annual MTSS/RtI Survey RtI Observation
7	Ensure staff utilizes BASIS 3.0 as the standardized system for all RtI documentation (Tier 1 Supplemental Strategies, Initial Meeting Notes, Tier 2 or Tier 3 AIR/BIR, and Follow-up Meeting Notes) and progress monitoring tool for Tier 1 strategies, and Tier 2/Tier 3 interventions and supports.	<b>Ongoing 2015 – 2016 SY</b>	BASIS 3.0 record created Meeting agenda/minutes Attend District-wide BASIS 3.0 training	BASIS 3.0 Report  Training Sign-in Sheet
8	Confirm all <u>PENDING CUE</u> Referrals have an Initial Meeting Note and other RtI forms as determined.	<b>Ongoing 2015 – 2015 SY</b> Initial October 2, 2015	BASIS 3.0 RtI Pending Cue updated	BASIS 3.0 Report
9	RtI Core Team engage in a discussion to identify transition support plan status and needs for all students with three or more (3+) PROMISE eligible incident and create appropriate BASIS 3.0 records.	<b>Ongoing 2015 – 2015 SY</b> Initial October 2, 2015	BASIS 3.0 record created	Annual MTSS/RtI Survey RtI Observation BASIS 3.0 Report
10	CPS Team plan to prepare and provide intensive intervention and supports to students who were considered for possible retention, retained, and/or demonstrated a need for continued Tier 2 or Tier 3 interventions; interventions do not start over at Tier 1 level for these students.	August 28, 2015	Meeting agenda/minutes; Schedule/plan for interventions Updated in BASIS 3.0	BASIS 3.0 Report
11	Provide parents with Broward’s MTSS Family Brochure and access to the Parent Focus Brainshark. (Brochure and Brainshark can be found at <a href="http://www.browardprevention.org">http://www.browardprevention.org</a> )	September 25, 2015	PTA/SAC meeting agenda/minutes	Annual MTSS/RtI Survey RtI Observation

12	Ensure a CPS Referral, Initial Meeting Note and appropriate Tier 2 or Tier 3 academic and/or behavior intervention record is developed for students who were considered for possible retention, retained and/or demonstrated a need for continued Tier 2 or Tier 3 interventions.	October 2, 2015	BASIS 3.0 record created	BASIS 3.0 Report
13	RtI Core Team engages in a discussion regarding the status and outcome of students who were referred for a comprehensive evaluation.	<b>Quarterly</b> October 23, 2015 January 08, 2016 March 25, 2016 June 9, 2016	Meeting agenda/minutes	Annual MTSS/RtI Survey BASIS 3.0 Report RtI Observation
14	RtI Core Team engage in a discussion to identify the following <ul style="list-style-type: none"> <li>o <b>students requiring a Progress Monitoring Plan (PMP)</b></li> <li>o <b>high at-risk indicators (academic, behavioral, social)</b></li> <li>o <b>overage for grade</b></li> <li>o <b>failing one or more core courses</b></li> <li>o <b>off-track for graduation</b></li> <li>o <b>three or more suspension incidents</b></li> <li>o <b>number of office discipline referrals</b></li> </ul> determine needs, create appropriate BASIS 3.0 records and follow-up.	<b>Quarterly</b> October 23, 2015 January 08, 2016 March 25, 2016 June 9, 2016	BASIS 3.0 record created	Annual MTSS/RtI Survey RtI Observation BASIS 3.0 Report
15	Review School-wide Positive Behavior Plan (SPBP) and discipline data, make adjustments/modifications based upon data analysis. Share with all faculty and staff.	<b>Quarterly</b> October 23, 2015 January 08, 2016 March 25, 2016 April 30, 2016	School Positive Behavior Plan updates, agenda/minutes	RtI Observation SIP
16	Review Attendance Plan and data; make adjustments/modifications to plan based upon data analysis. Share with all faculty and staff.	<b>Quarterly</b> October 23, 2015 January 08, 2016 March 25, 2016 June 9, 2016	Attendance Plan updates, agenda/minutes	RtI Observation
17	Ensure completion of School-wide Positive Behavior Plan (SPBP) in the SIP.	<b>Annually</b> April 30, 2016	Entered in SIP	SPBP Completion Report
18	Ensure completion of RtI Needs Assessment.	<b>Annually</b> September 30, 2015	Ensure completion of RtI Needs Assessment.	Needs Assessment Report
19	Complete Self-Assessment of Multi-Tiered System of Supports (SAM). **	<b>Annually</b> Nov. 2015 – Dec. 2015	Completed scoring sheet ** Select Schools	SAM Report
20	Complete Coaching Evaluation Survey. **	<b>Annually</b> June 12, 2016	Completed evaluation sheet ** Select Schools	Coaching Evaluation Report
21	Complete MTSS/RtI Annual Survey.	<b>Annually</b> June 12, 2016	Completed MTSS/RtI Survey	MTSS/RtI Survey Report

*Diversity, Prevention & Intervention will verify target evidence deliverables upon request.*

*If you have questions contact Adrienne Dixson, Specialist, Response to Intervention CAB or 754-321-1655.*