

RtI Action Plan

Created June 2018

The RtI Action Plan is designed as a tool that identifies specific RtI components that will be addressed on a yearly basis.

DIRECTIONS:

After completing the NYS RtI Self-Assessment Tool for MS Readiness & Implementation Survey and analyzing the results page for your entire school staff, the RtI Leadership Team will identify specific RtI indicators that need specific attention or modification.

1. **School Year:** Identify the school year the action plan will begin
2. **Name of school and district:** Place the school's name and district above the chart
3. **Key RtI Element/Feature:** Identify the RtI component feature from the NYS RtI Readiness Survey in which your school will focus on for the action plan. Components include Tiered Intervention: Tier 1, 2, and 3, Assessment: Screening, Progress Monitoring, Infrastructure, Leadership, Professional Development, Teaming/Collaboration, and Parent Involvement.
4. **Specific RtI Indicator:** Below each component are specific indicators. For example, under the Tier 1 subgroup, the first indicator states "The core reading program(s) address the 5 pillars of reading..."
5. **Current Status:** Identify your schools current status of that specific indicator as either "no implementation," "partial implementation," or "full implementation – but further action needed."
6. **Action:** Explain the action(s) your school will take to achieve the next step to full implementation of this indicator.
7. **Timeline:** Assign a timeframe/date of when the task needs to be completed.
8. **Resources:** Identify necessary resources your school needs to accomplish this task (personnel, curriculum, screeners, interventions, budget, etc).
9. **Who's Responsible:** Identify the school staff member who will assume primary responsibility for this action.
10. **Evidence of Change:** Determine what the outcome will look like when your school is at full implementation for this specific indicator. Establish what criteria you will use to determine if there is any evidence of change.

RTI ACTION PLAN

2018 - 2019

Name of School: Allegany-Limestone Middle-High School District: Allegany-Limestone Central School District

Key RtI Element/Feature: Assessment: Screening						
Specific RtI Indicator	Current Status	Action	Timeline	Resources	Who's Responsible	Evidence of Change
<p>Data obtained from each academic screening session are routinely shared at staff meetings and/or grade level team meetings. (Survey #27)</p> <p>Additionally Review Survey Questions #29, 30, 55, 56</p>	<p>No current system for sharing data</p>	<p>Develop Protocols and calendar for Common Planning Time (i.e. Professional Learning Community)</p> <p>Develop a system for utilizing webinars as PD to be shared during grade-level meetings through the RtI Leadership Team meetings.</p> <p>*Added to agenda for RtI Leadership Team for all meetings from February - June</p> <p>Utilize staff meetings to provide regular RtI Demonstration Project Updates. (led by RtI Leadership Team)</p> <p>*All staff meetings from November - June include time for RtI Leadership Team to present RtI Updates</p> <p>Development of a pacing calendar for data review and tracking.</p>	<p>July 2018 to June 2019</p>	<p>Master Schedule</p> <p>District Team Leader and Grade Level Coordinator</p> <p>Webinar information</p>	<p>Building Admin (numbers 1, 4, 6)</p> <p>RtI Coordinator (Director of Instruction) (numbers 2, 3, 6, 7)</p> <p>RtI Leadership Team (number 5,6)</p> <p>Grade Level Coordinators</p>	<p>Completed Calendar</p> <p>Agenda template for PLC's (to be reviewed at fall team training)</p> <p>Submission of outcomes from grade-level meetings as well as the level of reflections provided by RtI Leadership Team</p>

Key RtI Element/Feature: Assessment: Progress Monitoring

Specific RtI Indicator	Current Status	Action	Timeline	Resources	Who's Responsible	Evidence of Change
<p>As per direction from NYS TAC Advisor - no action steps are being taken regarding this RtI Element/Feature at this time.</p> <p>This area will be reevaluated by the School RtI Team within the second year of the project (December 2018)</p>		<p>DIBELS Next progress monitoring with Reading 6 students. (Tier III)</p> <p>Exploring Literature (Grade 6) - Teachers will contact Literacy Coach with student concerns to allow for DIBELS Next assessment to occur as a progress monitoring tool to possibly move students between Tiers.</p>				

Key RtI Element/Feature: Infrastructure: Data-based Decision Making

Specific RtI Indicator	Current Status	Action	Timeline	Resources	Who's Responsible	Evidence of Change
<p>Data are used to determine the effectiveness of RtI by examining the number of students meeting benchmark per grade level per year.</p> <p>(i-Ready and other key data points including attendance, failure rates, disciplinary referrals)</p>	<p>Process began by establishing grade level meetings this year</p> <p>Protocol needs to be tweaked and refined</p>	<p>Determine key data points around the areas of academics, behavior and attendance. - Grade 8 Teen Leadership (Tier II)</p> <p>Establish process for pulling data for review by RtI Leadership Team and grade-level teams. Put dates on 2019-2020 planning/implementation</p> <p>Establish Post-Benchmark Data analysis meetings (following RtI TAC protocol)</p> <p>Review Protocols (PK) prior to March 2019 Consortium Member visit to ALMHS</p> <p>Implementation of RtI Direct</p> <p>Establish Role and Responsibility of</p>	<p>July 2018</p> <p>to</p> <p>June 2019</p>	<p>Student Management System (SMS)</p> <p>Data Warehouse reports</p> <p>RtI Direct</p>	<p>RtI Leadership Team</p> <p>DDC</p> <p>Building Administrator</p> <p>Director of Instruction</p> <p>Literacy Coach</p>	<p>Meeting minutes from Post Benchmark data analysis meetings</p>

Literacy Coach w/ RtI Leader Team

Key RtI Element/Feature: Infrastructure: Scheduling

Specific RtI Indicator	Current Status	Action	Timeline	Resources	Who's Responsible	Evidence of Change
Scheduling allows for students to receive additional or supplemental intervention. (Survey #51) Additionally review Survey Questions #43, 44	Currently, scheduling allows for students to receive supplemental/additional intervention during AIS	<p>Work with 6th grade reading teacher on developing research based interventions during AIS</p> <p>AIS curriculum for study skills for first month of school (to be developed by Paige and Amy this summer)</p> <p>AIS begins first week of school</p> <p>Opening Day set aside time to meet with teachers of study skills classes to review curriculum and expectations with periodic administrative oversight throughout the school year</p>	July 2018 to January 2019	Read and research best practices	Building Administrator Director of Instruction Study Skills Teachers	Conversations and suggested changes to the establishment of the master schedule Change in 2018-2019 SY for dedicated time for Tier II and Tier III

Key RtI Element/Feature: Administrative and RTI Leadership Team

Specific RtI Indicator	Current Status	Action	Timeline	Resources	Who's Responsible	Evidence of Change
<p>The principal articulates the school's RtI vision and how it can be used to support ALL students. (Survey #54)</p> <p>The principal and Director of Instruction actively participates in grade-level team meetings to analyze student performance data and to help teachers plan instruction. (Survey #55)</p> <p>The building principal and other district leaders allocate the necessary resources essential for effective RtI implementation. (Survey #56)</p> <p>The principal and Director of Instruction regularly communicates with district/central office regarding the RtI process, student data, and professional development needs in his/her building. (Survey #57)</p>	<p>Currently practices are not in place to support specific RtI Indicators noted.</p>	<p>Job descriptions developed for team leaders and grade level coordinators. [SUMMER WORK]</p> <p>Job descriptions approved by BOE and shared with staff members. [SUMMER WORK]</p> <p>Bi- monthly district administrative team meetings include RtI Demonstration Project updates regarding progression of Action Plan and additional resources required.</p> <p>Regularly scheduled meetings with building administrative team and Consortium Member to discuss issues as related to RtI Demonstration Project and data.</p> <p>Develop Intervention Menu [SUMMER WORK]</p>	<p>July 2018</p> <p>to</p> <p>June 2019</p>		<p>RtI Leadership Team</p> <p>Administrative Team</p> <p>Building Administrator</p> <p>RtI Coordinator (Director of Instruction)</p>	<p>Job descriptions</p> <p>Record of meetings held and documented</p>

Key RtI Element/Feature: Professional Development

Specific RtI Indicator	Current Status	Action	Timeline	Resources	Who's Responsible	Evidence of Change
<p>There is a school-wide plan to identify and address academic needs of all students. (Survey # 44)</p> <p>There is a school-wide plan to identify and address social/emotional/behavioral needs of all students. (Survey #45)</p> <p>A data management system has been established that electronically stores student performance data. (Survey #46)</p> <p>The principal articulates the school's RtI vision and how it can be used to support ALL students. (Survey #54)</p>	<p>Currently systems are lacking in fidelity to meet specific RtI Indicators.</p>	<p>Develop a Professional Development calendar for 2018-2019 school year that includes:</p> <ul style="list-style-type: none"> *Sharing school-wide RtI plan * Common Language * What is data? * Literacy training * Grade level coordinator training with RtI Team *PLC's * i-Ready fidelity training 	<p>Professional development includes:</p> <p>5 PD Days</p> <p>Team Meetings</p> <p>Monthly Staff Meetings</p>	<p>RtI TAC website</p> <p>RtI Coordinator and Principal Webinars</p>	<p>Building Administrator</p> <p>Director of Instruction</p> <p>RtI Leadership Team</p> <p>Grade Level Coordinators</p>	<p>PD calendar</p>