

# Phases of Implementation

## Prioritization Worksheet MTSS-R Implementation Guide

**Tier** \_\_\_\_\_

**Element 1 (Core Instruction and Intervention) Phase** \_\_\_\_\_

**Element 2 (Data Use) Phase** \_\_\_\_\_

**Element 3 (Professional Development and Coaching) Phase** \_\_\_\_\_

**Element 4 (MTSS-R School Leadership) Phase** \_\_\_\_\_

**Element 5 (Mutual Support Involving Families and the School) Phase** \_\_\_\_\_

We have prioritized the MTSS-R Implementation Checklist items to assist you in planning schoolwide MTSS-R goals and actions. The items on the checklist are prioritized based on implementation phases: Readiness, Initial Implementation, and Advanced Implementation.

Use this worksheet to help you identify your current implementation phase for each MTSS-R Element. You will likely work on activities from multiple phases of implementation simultaneously.

### **A note on maintaining high quality implementation of MTSS-R elements over time:**

Once you have accomplished all the activities described in the Readiness, Initial Implementation, and Advanced Implementation Phases, you should be implementing key components of an MTSS-R approach with a high degree of implementation. You should also be consistently and systematically using data to refine MTSS-R elements as needed.

***Your major goal at this point is to sustain high quality implementation of MTSS-R over time.*** Because your MTSS-R does not require as much ongoing effort and attention, you may begin dedicating resources toward other schoolwide priorities. At the same time, it is crucial that you maintain a continuous improvement process to continually monitor your MTSS-R and ensure that key MTSS-R elements continue to operate as intended. School leadership or staff turnover as well as changes to your student population can result in new or different priorities within your MTSS-R, so it is important to continually reflect on the strengths and areas of growth in your current system. *If you have accomplished all the actions described in Readiness, Initial Implementation, and Advanced Implementation Phases, you are likely ready to prioritize sustainability.*

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### Readiness Phase – Getting Ready for High Quality Implementation (Expected Timeline: 6 months to 1 year)

In the Readiness Phase, a majority of staff are learning about MTSS-R and the key components of MTSS-R. MTSS-R may be a new initiative, or you may have historically implemented pieces of MTSS-R but your system needs improvement. MTSS-R activities may not be currently implemented, or implementation is occurring unevenly or sporadically.

#### Readiness Phase Major Goals:

All staff learn about the science of reading and evidence-based reading instruction.

All school staff learn about MTSS-R and its key elements.

The school puts structures, systems, and procedures in place for implementing its MTSS-R approach.

The school trains all staff on effective implementation of the MTSS-R elements.

#### Readiness Phase MTSS-R Implementation Checklist items focus on:

(a) setting up MTSS-R infrastructure and (b) building staff background knowledge on MTSS-R and the science of reading and evidence-based reading instruction

#### How do I know if my school needs to prioritize Readiness Phase activities?

You will likely want to prioritize Readiness Phase activities if **staff are still learning to...**

1. Describe *why* it is important to teach the science of reading and *how* to effectively teach evidence-based reading instruction to students.
2. Describe *what* the five key elements of MTSS-R are and *how* they are important to supporting implementation of effective reading instruction and intervention.

You will also likely want to prioritize Readiness Phase activities if **your school has not yet...**

#### Element 1 (Core Instruction and Intervention)

1. Adopted a research-based core reading curriculum and evidence-based reading interventions
2. Established and used a schedule for implementing these programs

#### Element 2 (Data Use)

1. Adopted and implemented evidence-based universal reading screening and progress monitoring systems

#### Element 3 (Professional Development and Coaching)

1. Provided professional development to all staff on the science of reading and any specific reading curricula and interventions that will be implemented, and created a coaching plan for supporting ongoing implementation

#### Element 4 (MTSS-R School Leadership)

1. Established MTSS-R Leadership team and grade level Professional Learning Communities

#### Element 5 (Mutual Support Involving Families and the School)

1. Shared information about the school's action plan with families

*If your school has not yet accomplished the above activities related to the MTSS-R Element(s), you are likely still in the Readiness Phase for that element(s) and should start by prioritizing Readiness Phase activities.*

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### Initial Implementation Phase – High Quality Implementation of all MTSS-R Elements (Expected Timeline: 2+ years)

In the Initial Implementation Phase, most of your staff understand MTSS-R and the key components of an MTSS-R. You have also established the infrastructure necessary to start implementing high quality MTSS-R. If you are just beginning with initial implementation, you may not have begun implementing all MTSS-R activities.

#### Initial Implementation Phase Major Goals:

1. The MTSS-R Leadership Team facilitates high-quality implementation of all 5 MTSS-R elements.
2. All staff implement reading instruction and intervention focused on the science of reading and evidence-based instructional strategies.
3. The MTSS-R Leadership Team and Grade-Level Professional Learning Communities use data systematically to inform data-driven adjustments to all 5 MTSS-R elements.

#### Initial Implementation Phase MTSS-R Implementation Checklist items focus on:

(a) establishing high quality school-based implementation of key MTSS-R elements, (b) establishing high quality staff implementation of the science of reading and evidence-based instructional strategies, and (c) establishing MTSS-R team use of data to inform instructional adjustments.

#### How do I know if my school needs to prioritize Initial Implementation Phase activities?

You will likely want to prioritize Initial Implementation Phase activities if **your school has not yet begun...**

#### Element 1 (Core Instruction and Intervention)

1. Implementing high-quality core reading instruction and evidence-based reading interventions.

#### Element 2 (Data Use)

1. Collecting and using universal screening, progress monitoring, mastery, and diagnostic reading data to adjust instruction.
2. Collecting and using reading instruction and intervention implementation data to adjust reading instruction and intervention.

#### Element 3 (Professional Development and Coaching)

1. Implementing high quality professional development and coaching that includes school-based workshops, job-embedded technical assistance, and instructional coaching.

#### Element 4 (MTSS-R School Leadership)

1. Collecting and using implementation data to adjust leadership teams and professional development and coaching supports.

#### Element 5 (Mutual Support Involving Families and the School)

1. Creating structures for families to learn about and provide feedback on the MTSS-R approach and reading instruction and intervention.

*If your school has not yet accomplished the above activities for each MTSS-R Element, you are likely still in the Initial Implementation Phase and should start by prioritizing Initial Implementation Phase activities.*

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## Prioritization Worksheet MTSS-R Implementation Guide

### Advanced Implementation Phase – Refining High Quality Implementation of all MTSS-R Elements (Expected Timeline: 2+ years):

In the Advanced Implementation Phase, most of your staff are implementing key components of an MTSS-R approach. Your school has solidly established the infrastructure necessary to implement high quality MTSS-R and are consistently implementing all MTSS-R components. Your school has also started using data to adjust to MTSS-R elements as needed.

#### Advanced Implementation Phase Major Goals:

1. The MTSS-R Leadership Team facilitates data-driven refinement to maintain high-quality implementation of all 5 MTSS-R elements.
2. The MTSS-R Leadership Team and Grade Level Professional Learning Communities facilitate data-driven refinement to maintain high-quality implementation of reading instruction and intervention focused on the science of reading and evidence-based instructional strategies.
3. The MTSS-R Leadership Team and Grade-Level Professional Learning Communities facilitate data-driven refinement to maintain high-quality implementation of team meetings, including use of data to adjust instruction.

#### Advanced Implementation Phase MTSS-R Implementation Checklist items focus on:

(a) data-driven refinement of high-quality school-based implementation of key MTSS-R elements, (b) data-driven refinement of high-quality staff implementation of the science of reading and evidence-based instructional strategies, and (c) data-driven refinement of MTSS-R school team use of data to adjust instruction.

#### How do I know if my school needs to prioritize Advanced Implementation Phase activities?

You will likely want to prioritize Advanced Implementation Phase activities if **your school has not yet begun...**

#### Element 1 (Core Instruction and Intervention)

1. Implementing high-quality core reading instruction and evidence-based reading interventions with increased data-based differentiation and intensification for students across tiers.

#### Element 2 (Data Use)

1. Collecting and using universal screening, progress monitoring, mastery, and diagnostic reading data with increased systematicity to adjust instruction.

#### Element 3 (Professional Development and Coaching)

1. Implementing high quality professional development and coaching that includes school-based workshops, job-embedded technical assistance, and instructional coaching.

#### Element 4 (MTSS-R School Leadership)

1. Collecting and using instruction and intervention, professional development and coaching, and MTSS-R Leadership implementation data to support individual teachers and to inform data-driven decision making in MTSS-R Leadership and Grade-Level Professional Learning Communities teams.

*If your school has not yet accomplished the above activities for each MTSS-R Element, you are likely still in the Advanced Implementation Phase and should start by prioritizing Advanced Implementation Phase activities.*

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### Sustainability Phase

You can prioritize sustainability by taking action to ensure that:

1. Your MTSS-R Leadership Team sustains leadership team competency in implementation of all 5 MTSS-R elements, even when experiencing turnover in team membership.
2. Your MTSS-R Leadership Team and Grade Level Professional Learning Communities sustain school staff competency in implementation of high-quality reading instruction and intervention focused on the science of reading and evidence-based instructional practices, even when experiencing turnover in school staff.
3. Your MTSS-R Leadership Team and Grade-Level Professional Learning Communities sustain consistent and systematic use of data to inform adjustments to all 5 MTSS-R elements, even when experiencing turnover in school staff.

# Phases of MTSS-R Implementation



## READINESS PHASE

### Getting Ready for High-Quality Implementation

Most of your school staff are learning about MTSS-R and its key components. MTSS-R could be a new initiative, or your school or district has implemented pieces of MTSS-R in the past, but the system needs an overhaul.



## INITIAL IMPLEMENTATION PHASE

### High-Quality Implementation of all MTSS-R Elements

Most of your school staff understand MTSS-R and the key components of the system. Your school has also established the infrastructure necessary to start implementing high-quality MTSS-R. School staff should all be able to describe why it is important to teach the science of reading (SoR) and how to effectively teach SoR to students.



## ADVANCED IMPLEMENTATION PHASE

### Refining High-Quality Implementation of all MTSS-R Elements

Most of your school staff are implementing key components of an MTSS-R approach. Your school has established an infrastructure of high-quality implementation of MTSS-R, components are consistently implemented, and data is being used to make adjustments to MTSS-R elements as needed. This includes high-quality core instruction and evidence-based reading interventions.



## SUSTAINABILITY PHASE

### Maintaining High-Quality Implementation of all MTSS-R Elements Over Time

School staff are implementing key components of an MTSS-R approach with a high degree of fidelity even when there is staff turnover. Your school is also consistently and systematically using data to make data-driven refinements to MTSS-R elements as needed.



#### ***Misconception Alert***

**You will likely work on items from multiple phases of implementation simultaneously**

The research reported here is funded by a grant to the National Center on Improving Literacy from the Office of Elementary and Secondary Education, in partnership with the Office of Special Education Programs (Award #: S283D160003). The opinions or policies expressed are those of the authors and do not represent views of OESE, OSEP, or the U.S. Department of Education. You should not assume endorsement by the Federal government. Copyright © 2022 National Center on Improving Literacy.



NCILiteracy@gmail.com



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