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| **Sample District RTI2 Leadership Team Monthly Guidelines** |
| **Date Completed** | **Month**  | **Implementation Guidelines** |
|  | June | It is suggested that during the initial implementation that the Superintendent/Director of Schools or his/her designee presents RTI2 Framework to the Local School Board to inform them of the purpose. Ongoing implementation may include the Superintendent/ Director of Schools or his/her designee reporting the effectiveness of implementation to the Local School Board of instructional achievement gains with the RTI2 Framework.  |
|  | July | The District RTI2 Leadership Team meets to make assessment decisions and determine a professional learning plan for School Level RTI2 Support Teams. Universal screening assessments acquired. Universal screening benchmark assessment schedules are set for schools in the district. District forms are updated and distributed to schools. |
|  | August | The District RTI2 Leadership Team supports implementation of universal screening benchmark assessments. School Level RTI2 Support Teams report initial benchmark findings to District RTI2 Chair/Facilitator. They determine areas of strength and concerns for School RTI2 Support Teams for the purpose of strengthening appropriate support of instruction and intervention services. |
|  | September | Support service provided by appropriate District RTI2 Leadership Team members. For example, if a principal requires support, a District RTI2 Leadership Team representative administrator will provide appropriate services. An instructional coach will receive support from the District RTI2 Team representative instructional coach, etc. Support representatives may meet to report findings to District RTI2 Chair/Facilitator or communicate through email. |
|  | October | The District RTI2 Leadership Team supports data-based decisions by School Level RTI2 Support Teams who meet a minimum of every 4.5-5 weeks. They monitor ongoing professional learning and coaching opportunities. |
|  | November | The District RTI2 Leadership Team supports fidelity monitoring and assessment. School Level RTI2 Support Teams report fidelity checks to District RTI2 Chair/Facilitator.  |
|  | December  | The District RTI2 Chair/Facilitator and Leadership Team support administration of mid-year universal screening assessments, collects universal screening assessment data and reports findings from mid-year assessments to District RTI2 Leadership Team and/or Superintendent/Director of Schools to compare growth, celebrate success, and support needs. The goal of the RTI2 framework is that a minimum of 80-85 percent of students will meet grade level achievement expectations and will not require additional interventions as indicated on the RTI2 model. |
|  | January | Support service continues with mid-year implementation by appropriate District RTI2 Leadership Team members. For example, if a principal requires support, a District RTI2 Leadership Team representative administrator will provide appropriate services. An instructional coach will receive support from the District RTI2 Team representative instructional coach, etc. Support representatives may meet to report findings to District RTI2 Chair/Facilitator or communicate through email. |
|  | February | The District RTI2 Leadership Team supports mid-year data-based instruction making decisions by School Level RTI2 Support Teams who meet a minimum of every 4.5-5 weeks. They monitor ongoing professional learning and coaching opportunities. |
|  | March | The District RTI2 Leadership Team supports mid-year fidelity monitoring and assessment. School Level RTI2 Support Teams report fidelity checks to District RTI2 Chair/Facilitator.  |
|  | April | The District RTI2 Chair/Facilitator support administration of end-of-year universal screening assessments and collect universal screening assessment data.  |
|  | May | School Level RTI2 Support Teams report findings from mid-year assessments to District RTI2 Leadership Team and/or Superintendent /Director of Schools to compare growth, celebrate success, and support needs. The goal of the RTI2 framework is that a minimum of 80-85 percent of students will meet grade level achievement expectations and will not require additional interventions as indicated on the RTI2 model. |
|  | June | The District RTI2 Chair/Facilitator and the District RTI2 Leadership Team evaluate year-long implementation to determine next steps for upcoming school-year. |