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TO: District School Superintendents
District School Assistant Superintendents

FROM: Dr. Michael Grego

DATE: September 21, 2011

Contact Information

Heather Diamond

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DPS: 2011-157

SUBJECT: District Action Planning Process (DAPP) for Implementation of a Multi-tiered System of Support (MTSS)

The Florida Problem-Solving/Response to Intervention (FL PS/RtI), the Florida Positive Behavior Support/Response to Intervention for Behavior (FLPBS/RtI:B) Project, and the Florida Differentiated Accountability (DA) initiative have collaborated to support a District Action Planning Process (DAPP). The DAPP is designed to support each district's effort to increase their capacity in order to implement a Multi-tiered System of Support (MTSS) successfully within a problem-solving process.

The DAPP "way of work" is a *collaborative process* between the MTSS District Support Team (members from all three programs) and a District Leadership Team (DLT). The DAPP is a four-step problem-solving process that is preceded with an initial step that prepares the district to participate in the process effectively and efficiently. MTSS District Support Team personnel will facilitate the DLT through each step of the process:

Step 1: Initiation of District Collaboration: The process of *providing* assistance with submitting an application for MTSS support.

Step 2: Needs Assessment Process: The interview and data collection process for *identifying* areas of strength and need.

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Step 3: Needs Assessment Debriefing/Action Planning: The process of *analyzing* results of Needs Assessment, prioritizing areas of concern, and developing action plans.

Step 4: Implementation of Training Technical Assistance and/or Support to Districts: The *implementing* of action plans to delineate how district training and technical assistance will be provided, and by whom.

Step 5: Evaluation Protocol: The MTSS District Support Team will assist the DLT with assessing outcomes, process, etc. for *evaluating* success of MTSS activities.

Leadership from the FLPBS, PSRTI, and DA Projects are committed to providing effective and efficient support via this DAPP process.

Initially, the DAPP process will be offered to interested districts based on the availability of project resources. Districts that are interested in participating in the DAPP should contact Heather Diamond, FDOE/MTSS Liaison at Heather.Diamond@fldoe.org or 850-245-0925, for further information and the materials to submit to initiate the process.

MG/fh

Cc Dr. Diana Bourisaw
Mary Jane Tappan
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