

MTSS Leadership To-Do List

Administrators and leadership teams can use this document to help with effectively implementing a Multi-Tiered System of Supports (MTSS). Each checklist is aligned with a specific training from the [Leadership module](#) and includes general steps for MTSS implementation. For comprehensive details on each training, please refer to the hyperlink provided within each checklist header.

Creating the Instructional Program

- ☐ Select and implement research-based core/content area instructional programs
- ☐ Select and implement evidence-based interventions
- ☐ Provide training and support in implementing instructional programs
- ☐ Set expectations for effective instruction
- ☐ Schedule instruction
- ☐ Monitor instruction

Creating an Assessment Plan

- ☐ Choose research-based assessments
- ☐ Provide training and support in assessment administration
- ☐ Create an assessment calendar
- ☐ Manage the data
- ☐ Use data to examine campus MTSS implementation
- ☐ Support teachers in using data

Developing and Using an MTSS Problem-Solving Team

- ☐ Define different roles
- ☐ Set a calendar for meetings
- ☐ Plan effective meetings
- ☐ Create consistent expectations

Providing Ongoing Professional Development and Support

- ☐ Create an annual professional development plan
- ☐ Provide initial training and support
- ☐ Plan and implement in-class support
- ☐ Support teachers in ongoing data use

MTSS's Relationship With Other Programs

- ☐ Differentiate MTSS from tutoring
- ☐ Clearly define the relationship between MTSS and special education
- ☐ Plan parent/caregiver communication related to MTSS

Your MTSS Plan

- ☐ Plan effective MTSS programs and processes
- ☐ Evaluate your MTSS plan

This resource was designed to accompany the “Your MTSS Plan” pathway. It is recommended that training is completed prior to using this tool. [Contact your regional MTSS specialist](#) to enroll in a synchronous course, or enroll in the [asynchronous course](#).

