**Working Smarter Matrix**

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| --- | --- | --- | --- | --- | --- | --- |
| **School Work Group/Team**  (Team, Initiative, Project, Committee or Group) | **Purpose**  (Why does this group meet?) | **Outcome Data**  (Which data are used to guide decisions and determine efficacy?) | **Targeted Student Level**  (System/School, Grade Level, Classroom, Individual) | **Target Student Need**  (Reading, Math, Social Behavior, Mental Health, etc.) | **Stakeholders Involved**  (Teachers, Families, etc.) | **School Improvement Plan (UIP) Connection** |
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## Adapted by the Office of Learning Supports, Colorado Dept. of Education from OSEP TA Center for PBIS

**EXAMPLE MTSS Building Level Teaming Structures**

* Common formative assessments



* Data guided instruction
* Student programming needs

# Grade Level/Department Teams

### Meets at least 1-2 times per month

* Common scheduling
* Flexible grouping
* Concentrated resources

# Universal Leadership Team

### Meets at least monthly

Targeted Level Team Intensive Level Team

*Meets at least 2 times per month Meets at least weekly*

#### Team Responsibilities

* Utilize collaborative team practices
* Collect and organize school-wide data
* Review and analyze school-wide academic/behavioral/attendance data
* Utilize Continuous Improvement Process/Unified Improvement Plan goals
* Ensure implementation of district literacy, math, and social emotional/behavioral plans
* Identify professional development needs
* Install needed resources and schedules
* Monitor action plan integrity
* Communicate and distribute data to appropriate teams and staff

#### Team Membership:

* Administrator
* Interventionist
* Representative Staff Members (i.e. grade/dept./special education/ELL/student support staff/literacy coach/PBIS coach/team member, family member, community member, etc.)

#### Supporting Documents:

* Unified Improvement Plan
* Problem Solving Flipbook
* Universal screening information (i.e. DIBELS, ODR/SWIS)
* Student outcome data
* Fidelity data

#### Team Responsibilities:

* Utilize collaborative team practices
* Review and analyze data from targeted instruction and/or intervention supports
* Monitor intervention fidelity
* Use data to evaluate effectiveness of targeted instruction and/or intervention
* Respond to the data as appropriate (continue plan, revise plan, or exit plan)
* Communicate responses to instruction and/or interventions with the Universal Team, Grade Level/Department Level Teams, and Intensive Level Teams, family members, and others as appropriate

#### Team Membership:

* Administrator
* Interventionist
* Team members with behavioral and academic expertise
* School Psychologist and/or Social Worker
* School Counselor
* Family member/guardian

#### Supporting Documents:

* Problem Solving Flipbook
* Grade/student level screening and progress monitoring data
* Intervention documentation and outcome data
* Additional resources/considerations

#### Team Responsibilities:

* Utilize collaborative team practices
* Develop Tier 3 individualized intervention plans in response to skill- based small group intervention data
* Monitor intervention integrity
* Review & analyze Tier 3 individualized skill-based intervention data
* Respond to the data as appropriate (continue plan, revise plan, or exit plan)
* Communicate responses to interventions with the Universal Team, Grade Level/Department Teams, family members and others as appropriate

#### Team Membership:

* Administrator
* Interventionist
* Team members with behavioral and academic expertise
* School Psychologist and/or Social Worker
* School Counselor
* Family member/guardian
* Others as appropriate

#### Supporting Documents:

* Problem Solving Flipbook
* Student intervention documentation and integrity data
* FBA/BIP documentation
* Additional resources/considerations

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