

Appendix 5.1. Example Rollout Plan

Example Rollout Plan - Year 1

Category	Responsibility	Phase	Step	Sub-Components	Y1, Sep- Nov	Y1, Dec- Feb	Y1, Mar- May	Y1, Jun - Aug
Operations	District-wide	1. Exploration	1	District-Wide Planning & Leadership Team	x			
Personnel	District-wide	1. Exploration	2	Administrator / Leadership Team Knowledge, Buy-In	x			
Processes	District-wide	1. Exploration	3	Annual Program Planning & Needs Assessment	x			x
Operations	District-wide	1. Exploration	4	District-Wide Vision and/or Mission for NJTSS		x		
Personnel	District-wide	1. Exploration	5	Educator Knowledge, Buy-In		x	x	
Curriculum and Interventions	District-wide	1. Exploration	6	Identify Assessment/Intervention Vendors			x	x
Personnel	District-wide	2. Installation (Design)	1	Identify Data Specialist(s)			x	x
Processes	District-wide	2. Installation (Design)	1	Create Screening/Benchmarking Schedule			x	
Assessment	District-wide	2. Installation (Design)	1	Identify Data System(s) for NJTSS data			x	
Assessment	District-wide	2. Installation (Design)	1	Identify Screening Assessments			x	
Assessment	District-wide	2. Installation (Design)	1	Identify Diagnostic Assessments				x
Assessment	District-wide	2. Installation (Design)	1	Identify Progress Monitoring Assessments				x
Processes	District-wide	2. Installation (Design)	1	Identify School Climate and Culture Assessment				x
Personnel	District-wide	2. Installation (Design)	1	Educator Knowledge, Buy-In			x	
Personnel	District/Schools	4. Initial Implementation	1	Scheduling Management				x

Example Rollout Plan - Year 2

Category	Responsibility	Phase	Step	Sub-Components	Y2, Sep- Nov	Y2, Dec- Feb	Y2, Mar- May	Y2, Jun - Aug
Curriculum and Interventions	District/Schools	2. Installation (Design)	1	Identify Tier 2 Interventions	x			
Curriculum and Interventions	District/Schools	2. Installation (Design)	1	Identify Tier 3 Interventions	x			
Processes	Schools	2. Installation (Design)	1	Tier 1 Meeting agendas & schedule	x			
Processes	Schools	2. Installation (Design)	1	Tier 2 Meeting agendas & schedule	x			
Processes	Schools	2. Installation (Design)	1	Tier 3 Meeting agendas & schedule	x			
Curriculum and Interventions	District/Schools	2. Installation (Design)	1	Intervention Record Keeping System	x			
Personnel	District-wide	2. Installation (Design)	1	Educator Knowledge, Buy-In	x			
Operations	District-wide	2. Installation (Design)	2	Design Schedule with Intervention Time(s)		x		
Operations	District-wide	2. Installation (Design)	2	Budget: General (see Section 8)		x		
Personnel	District/Schools	2. Installation (Design)	3	Identify Tier 2 Interventionists			x	
Personnel	Schools	2. Installation (Design)	3	Identify Progress Monitoring Data Collectors			x	
Personnel	District/Schools	2. Installation (Design)	4	Identify Tier 3 Interventionists			x	
Professional Development	District-wide	3. Installation (Training)	1	Screening Training	x			x
Professional Development	District-wide	3. Installation (Training)	2	Team Process Training		x		

Category	Responsibility	Phase	Step	Sub-Components	Y2, Sep- Nov	Y2, Dec- Feb	Y2, Mar- May	Y2, Jun - Aug
Professional Development	District-wide	3. Installation (Training)	2	Team Data Based Decision Making Training			x	
Professional Development	District-wide	3. Installation (Training)	3	Progress Monitoring Training				x
Professional Development	District/Schools	3. Installation (Training)	3	Tier 2 Intervention Training				x
Professional Development	District/Schools	3. Installation (Training)	4	Tier 3 Team Process Training				x
Professional Development	District/Schools	3. Installation (Training)	4	Tier 3 Intervention Training				x
Personnel	District-wide	3. Installation (Training)	5	Educator Knowledge, Buy-In			x	
Assessment	District/Schools	4. Initial Implementation	1	Collect Screening / Benchmark Data		x	x	
Operations	District/Schools	4. Initial Implementation	1	Tier 1: Core instructional practices		x	x	
Curriculum and Interventions	District-wide	4. Initial Implementation	1	Tier 1 Core Curriculum		x	x	
Processes	District-wide	4. Initial Implementation	1	Guardian/Family communications	x	x	x	x
Personnel	District/Schools	4. Initial Implementation	1	Scheduling Management	x	x	x	
Processes	District-wide	4. Initial Implementation	2	Annual Program Planning & Evaluation	x			x
Curriculum and Interventions	District-wide	4. Initial Implementation	2	Vendor Management	x	x	x	x

Example Rollout Plan - Year 3

Category	Responsibility	Phase	Step	Sub-Components	Y3, Sep- Nov	Y3, Dec- Feb	Y3, Mar- May	Y3, Jun - Aug
Professional Development	District-wide	3. Installation (Training)	1	Screening Training				x
Professional Development	District-wide	3. Installation (Training)	2	Team Process Training				x
Professional Development	District-wide	3. Installation (Training)	2	Team Data Based Decision Making Training				x
Professional Development	District-wide	3. Installation (Training)	3	Progress Monitoring Training				x
Professional Development	District/Schools	3. Installation (Training)	3	Tier 2 Intervention Training				x
Professional Development	District/Schools	3. Installation (Training)	4	Tier 3 Team Process Training				x
Professional Development	District/Schools	3. Installation (Training)	4	Tier 3 Intervention Training				x
Operations	Schools	4. Initial Implementation	1	Tier 2: Act on screening data	x	x	x	
Personnel	District-wide	4. Initial Implementation	1	Educator Knowledge, Buy-In	x			
Operations	Schools	4. Initial Implementation	2	Tier 2: Implement interventions	x	x	x	
Assessment	District-wide	4. Initial Implementation	2	Assessment Fidelity Checks	x	x	x	
Curriculum and Interventions	District/Schools	4. Initial Implementation	2	Tier 2 Intervention Fidelity Checks	x	x	x	
Processes	District/Schools	4. Initial Implementation	3	Intervention Record Keeping	x	x	x	
Assessment	Schools	4. Initial Implementation	3	Tier 2 & 3: Use of progress monitoring	x	x	x	

Category	Responsibility	Phase	Step	Sub-Components	Y3, Sep- Nov	Y3, Dec- Feb	Y3, Mar- May	Y3, Jun - Aug
Curriculum and Interventions	District/Schools	4. Initial Implementation	4	Tier 3 Fidelity Checks		x	x	
Operations	District-wide	5. Full Implementation	2	Fidelity of Implementation				x
Assessment	District/Schools	5. Full Implementation	1	Collect Screening / Benchmark Data	x	x	x	
Operations	District/Schools	5. Full Implementation	1	Tier 1: Core instructional practices	x	x	x	
Curriculum and Interventions	District-wide	5. Full Implementation	1	Tier 1 Core Curriculum	x	x	x	
Processes	District-wide	5. Full Implementation	1	Guardian/Family communications	x	x	x	x
Processes	District-wide	5. Full Implementation	2	Annual Program Planning & Evaluation	x			x
Curriculum and Interventions	District-wide	5. Full Implementation	2	Vendor Management	x	x	x	x

Example Rollout Plan - Year 4 & Onward

Category	Responsibility	Phase	Step	Sub-Components	Y4, Sep- Nov	Y4, Dec- Feb	Y4, Mar- May	Y4, Jun - Aug
Personnel	District-wide	5. Full Implementation	1	Educator Knowledge, Buy-In	x			
Assessment	District/Schools	5. Full Implementation	1	Collect Screening / Benchmark Data	x	x	x	
Operations	District/Schools	5. Full Implementation	1	Tier 1: Core instructional practices	x	x	x	
Processes	District-wide	5. Full Implementation	1	Guardian/Family communications	x	x	x	x
Operations	Schools	5. Full Implementation	1	Tier 2: Act on screening data	x	x	x	
Personnel	District/Schools	5. Full Implementation	2	Scheduling Management	x	x	x	x
Operations	Schools	5. Full Implementation	2	Tier 2: Implement interventions	x	x	x	
Assessment	District-wide	5. Full Implementation	2	Assessment Fidelity Checks	x	x	x	
Processes	District/Schools	5. Full Implementation	2	Intervention Record Keeping	x	x	x	
Curriculum and Interventions	District/Schools	5. Full Implementation	2	Tier 2 Intervention Fidelity Checks	x	x	x	
Assessment	Schools	5. Full Implementation	2	Tier 2 & 3: Use of progress monitoring	x	x	x	
Curriculum and Interventions	District/Schools	5. Full Implementation	2	Tier 3 Fidelity Checks	x	x	x	
Curriculum and Interventions	District-wide	5. Full Implementation	2	Vendor Management	x	x	x	x
Curriculum and Interventions	District-wide	5. Full Implementation	3	Tier 1 Core Curriculum			x	x
Processes	District-wide	5. Full Implementation	3	Annual Program Planning & Evaluation				x
Operations	District-wide	5. Full Implementation	3	Sustainability Plan				x