

## School Readiness Worksheet

This worksheet guides District Implementation Teams in assessing and addressing school readiness for implementation of a MTSS framework.

### Overview

Assessing people's readiness to engage in change and the reasons why they fall in a specific category of readiness is critical to successfully facilitating the change process.

### Categories of Readiness

Individuals are categorized into three levels of readiness due to a variety of factors. A school's overall level of readiness is determined by where the majority of the staff fall, relative to their individual level of readiness.

The school's level of readiness falls in one of the following categories:

- **Pre-contemplation:** Individuals have not even considered the need to change
- **Contemplation:** Individuals are considering change; however, they need more information to determine if they are ready
- **Preparation:** Individuals are prepared to take action and are ready to change

### Factors Impacting Readiness

There are several factors that impact readiness for change and should be considered when facilitating change.

- Knowledge of the effective innovation and how its use will impact existing responsibilities
- Alignment to the philosophical values and beliefs that are the basis of the effective innovation
- Success of previous attempts to implement effective innovation were challenging and resulted in abandonment
- Number of existing initiatives and priorities that require staff's time and attention



## Assessing School Readiness

Table 1. For each school, consider the school's overall level of readiness and why they fall in that category.

School Name	Category of Readiness	Rationale

## School Readiness Plan

Table 2. Consider each school's level of readiness. Finalize school cohort assignments and identify potential activities for addressing each cohort's level of readiness.

Cohort	School Name(s)	Potential Activities to Address Readiness
Cohort 1		
Cohort 2		

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