

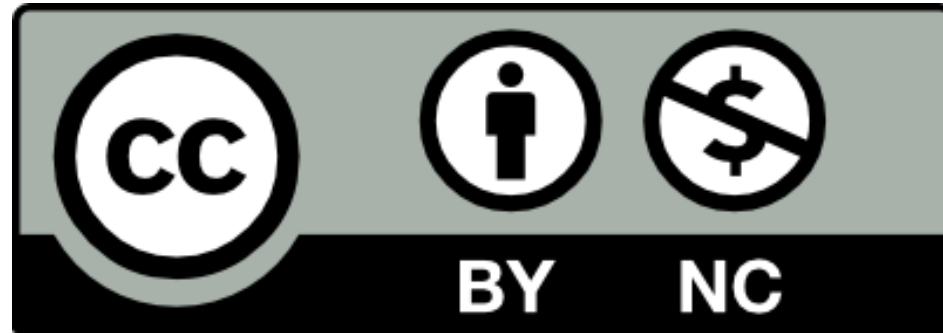


# District Implementation Infrastructure Process to Address Implementation Challenges

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# Purpose

This session guides districts in the development and use of a Process to Address Implementation Challenges so that obstacles to MTSS implementation can be removed.

# Intended Outcomes and Agenda

Intended Outcomes	Agenda
<ul style="list-style-type: none"><li>• Explain the purpose and identify the components of a Process to Address Implementation Challenges</li><li>• Brainstorm ideas and next steps to develop a Process to Address Implementation Challenges</li><li>• Explain how to effectively use a Process to Address Implementation Challenges</li></ul>	<ol style="list-style-type: none"><li>1. Review</li><li>2. Process to Address Implementation Challenges</li><li>3. Next Steps</li></ol>

# 1.0 Review

# Where Have We Been...

## **MTSS Vision**

Why is MTSS a priority in your district?

## **Team-Based Leadership**

What teams are needed to implement the practice and supports within MTSS?

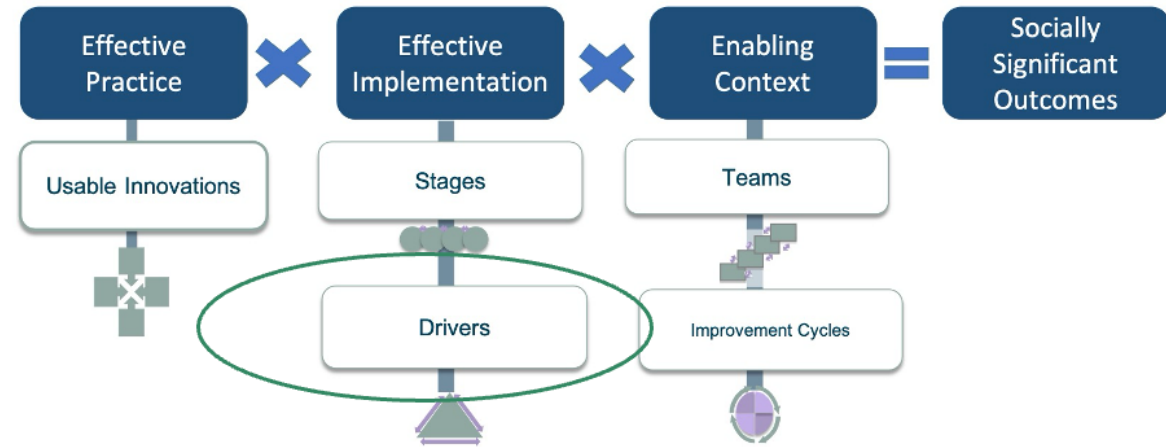
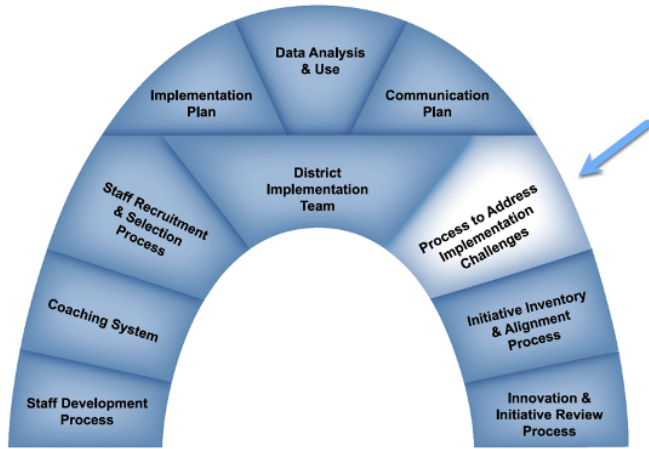
## **Implementation Science**

How we are going to install and sustain our MTSS Framework?

## **Communication Plan**

How is information intentionally shared across your district to support implementation?

# Foundational Elements



## DISTRICT CAPACITY ASSESSMENT

Item 10, 11, and 12

Figure 1. MDE's five essential components of a Multi-Tiered System of Supports (MTSS) framework

## 2.0 Process to Address Implementation Challenges

# Challenges Happen

Challenges are inevitable when districts install and implement new practices or refine existing practices!





## Activity 2.1 Initial Brainstorming

1. List any implementation challenges your schools currently face
2. How does district leadership currently learn about implementation challenges?
3. How does your district currently address or resolve implementation challenges?
4. Add any additional ideas and notes from the group

# Benefits

- Facilitates the use of a program or practice
- Makes the work of staff easier and less burdensome
- Secures the resources necessary to support and sustain a program or practice

(National Implementation Research Network, n.d.)

# Impact on Student Outcomes

- A Process to Address Implementation Challenges ensures that mechanisms are in place for districts to:
  - Identify implementation challenges
  - Problem solve and adjust implementation supports to schools
- When implementation improves, so do student outcomes

# Process to Address Implementation Challenges

Outlines a series of steps taken from the point that the District Implementation Team is made aware of an implementation challenge until the challenge is resolved



## Activity 2.2 Identifying Critical Features

- Access the activity on page 5 in the participant workbook
- Review the excerpts from the Practice Profile and DCA
- Use this information to begin to **develop of a list of critical features** to include in your process
- When developing the list keep your communication plan and the critical groups in mind

# Steps to Address Implementation Challenges

**Step 1:** Add Challenge to Agenda and Implementation Challenges Log

**Step 4:** Identify Steps to Remove the Challenge

**Step 2:** DIT Review of Challenges Log

**Step 5:** Provide Status Updates

**Step 3:** Assign Personnel to Address Implementation Challenge

**Step 6:** Challenge Removal

# Communication and Addressing Challenges

“Effective communication is the best way to prevent and solve problems.”

(Adapted from Bradford Winter)

# Implementation Challenge Example

School Leadership Team (SLT) established to install Tier 1 Social Emotional Behavioral Health (SEBH) in each of the buildings

## **Sunnyside Team Challenge:**

Not enough time allocated for work to be accomplished in current meeting schedule (1 hour monthly)

**Sunnyside Team requests to meet after school to complete work**

## **School/District Challenge:**

- Master schedule is not conducive to collaborating (no common planning time)
- Schedule B is not established for this work to be done after school hours

# Implementation Challenge Example Steps

1. SLT Coach and Principal agree to lift this to the DIT for support
2. DIT hears the context of the challenge. Is occurring at all schools or just one?
3. DIT assigns two potential paths forward
  - a) Curriculum Director to research how other districts of similar size set up master schedules for ideas.
  - b) Business Office and State & Federal investigate viability of schedule B compensation
4. Each plan is presented to DIT the following month for the best solution short and long term. Communication progress to the teams
5. DIT implements the short-term solution and follow up the next month to check on the progress.

## Activity 2.3 Challenge Scenarios

### Setting the stage:

- Imagine that we all belong to **Michigan School District**
- There are **4 Buildings** in district HS, MS, Upper Elementary and Early Elementary
- Michigan School district is implementing an **MTSS framework for: Reading and SEBH**

### Task:

- Access the table on page 7 in the participant workbook
- Review the challenges lifted to the DIT
- Consider if each is a school or district challenge

# Logging Implementation Challenges

**DIT can only address challenges that are known**

**Strategy 1** Google Form

Link form to all team agendas


**Strategy 2** Link Implementation Challenges Log to all team agenda

**Strategy 3** Leverage Communication Plan

Use protocols between MTSS Coordinator, Principal, and teams

### Barrier/Implementation Challenge

Michigan School District


Not shared 

*\* Indicates required question*

Describe the barrier or challenge that your team or school has encountered. What *\** support do you think will help move the initiative forward?

Your answer

Who is the contact for this barrier/implementation challenge? *\**

Choose 

## Activity 2.4: Who Has the Final Say?

- Access the activity on pages 9-11 in the participant workbook
- Consider the following types of decisions that often cause implementation to slow down or pause
- Major topics that intersect with an MTSS Framework
  - Funding
  - Curriculum, Instruction, Assessment
  - Student Behavior
  - Human Resources
- Reflect on who makes these decisions and document

# Written Process to Address Implementation Challenges

Purpose / Definition

Last updated

## Steps in the Process:

**Step 1:** Add Challenge to Agenda and Implementation Challenges Log

**Step 2:** DIT Review of Challenges Log

**Step 3:** Assign Personnel

**Step 4:** Identify Steps

**Step 5:** Provide Status Updates

**Step 6:** Communication around Challenge Removal



See electronic resources for template

# Using the Process

- Schools face challenges when installing and implementing MTSS
- The DIT provides a structured process to help address challenges

## **Examples of consistent use include:**

- Standing agenda—“Implementation Challenges”
- Review challenge log monthly
- Document follow-up conversations
- Track if issues are resolved

## 3.0 Big Ideas and Next Steps

# Big Ideas

- Challenges are inevitable when districts install or refine initiatives
- Identify some differences between school challenges and district challenges
- Take time to identify the key decision-makers
- Share with the school leaders how to voice their challenges
- Document the steps you took to address the challenge
- Follow up to make sure the solution worked



## Assignment:

# Process to Address Implementation Challenges

Access the Assignment on page 12 in the participant workbook

1. Explore how process will support effective practice work
2. Consider the roles school teams will play in the process
3. Draft Process to Address Implementation Challenges
4. Formalize your Process to Address Implementation Challenges

# References

- National Implementation Research Network (n.d.). *Installation Stage*. Retrieved from <https://implementation.fpg.unc.edu/wp-content/uploads/Implementation-Stages-Overview.pdf>
- Nilsen, P., & Birken, S. A. (2020). *Handbook on Implementation Science*. Northampton, MA: Edward Elgar.

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