# District Process to Address Implementation Challenges

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# Group Agreements

## We are Responsible

- Return on time from breaks
- Take care of our needs

## We are Engaged

- Share "air time"
- Plan to participate in multiple ways
  - Chat, breakout rooms, polls, reactions, unmute
  - Ask questions

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# Training Effectiveness

- At the end of the session, you will be asked to provide feedback on today's training

- Results will be used to make improvements to professional learning and for reporting to TA Center stakeholders

- One of the feedback questions you will see is related to promoting and positively portraying diversity among educators and learners (e.g., focus on asset-based language, positive representation of multiple identities)
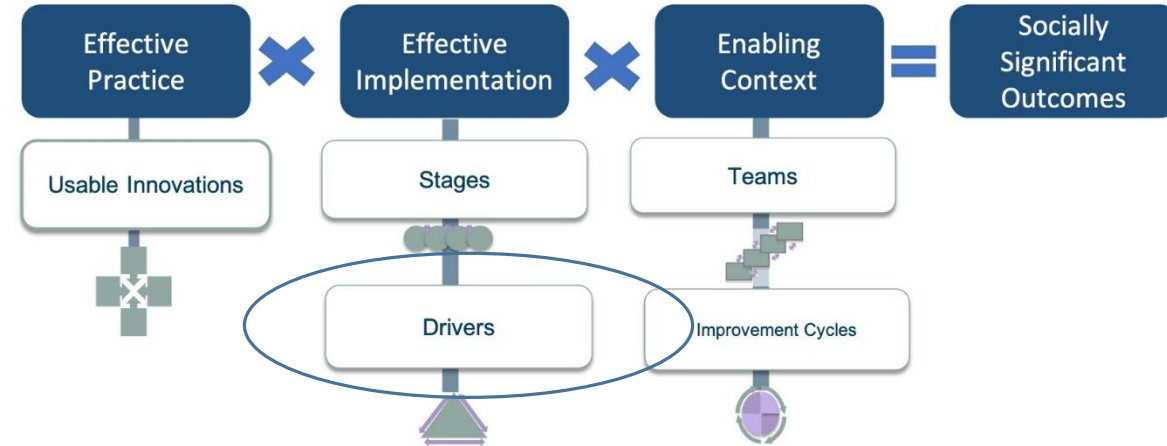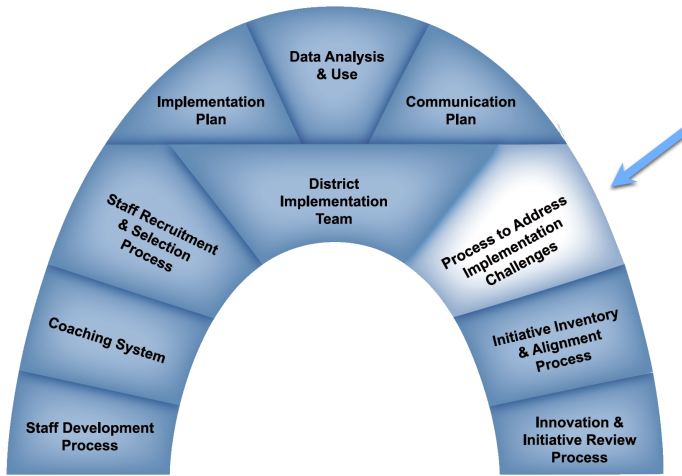
# Purpose

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 |
|---|---|
| • Explain the purpose and identify the components of a Process to Address Implementation Challenges<br>• Explain how to effectively use a Process to Address Implementation Challenges<br>• Develop a district Process to Address Implementation Challenges<br>• Practice use and refinement of the district's Process to Address Implementation Challenges | 1.0 Review<br>2.0 Process to Address Implementation Challenges<br>3.0 Next Steps |

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# 1.0 Review

# Foundational Elements



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



# DISTRICT CAPACITY ASSESSMENT

## Item 11

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# 2.0 Process to Address Implementation Challenges

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# Activity 2.1

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

  - As a group, discuss the following:

    - What are some implementation challenges that school staff may face?

    - How does your district currently learn about and address implementation challenges?

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# 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

# 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

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# Components of the Process

- Written process consistently used to remove internal and external challenges and includes:
  - Identification of the types of challenges the process is intended to address
  - List of individuals or teaming structures that will use the process to remove challenges
  - Venues that challenges will be discussed
  - Process for assigning challenges to individuals with authority to remove challenges

# Components of Process (continued)

- Measures to ensure individuals with decision making authority understand the scope of the challenge and potential options to address the challenge

- Process for documentation of details including the identified challenge, anticipated steps (and timelines) for removal, individuals assigned to remove, progress on removal

- Process for follow-up with those who identified the challenge to determine if the challenge was addressed sufficiently

# Activity 2.2

- Access the documents "District Process to Address Implementation Challenges" and "Example Implementation Challenges Log." Your Implementation Specialist will facilitate a discussion around the documents and their components.

- As you review, consider the following:

  - Does your district already have a written process to address implementation challenges? If so, can this process be leveraged to serve the purpose of the District Process to Address Implementation Challenges?

  - If your district does not have a process in place, might the MiMTSS TA Center templates be useful? OR

  - Are there other ideas for how to develop a district process?

# Activity 2.3

- Your Implementation Specialist will facilitate a discussion to support the development of your district's Process to Address Implementation Challenges

  - Develop a draft Process to Address Implementation Challenges for your district

  - Practice using the process to shape and refine it

  - Consider what information you will share with DIT members around the Process to Address Implementation Challenges (e.g., definition, purpose, template, how to use, next steps) and how that information will be shared.

- Once the process has been finalized, it will need to be reviewed and approved by executive leadership

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# Using the Process

- As school staff work to install and implement MTSS, the DIT supports the use of a process to address the challenges schools are unable to remove on their own

- Examples of consistent use include:

  - Standing agenda item on identified team meeting agendas under the topic of "Implementation Challenges"

  - DIT reviews and updates Implementation Challenge Log monthly

  - Follow-up conversations are documented and used to determine if challenges are effectively addressed and removed

# 3.0 Big Ideas and Next Steps

# Big Ideas and Next Steps

- Big Ideas

  - Challenges are inevitable when districts install or refine initiatives

  - It's critical that districts have a process in place to identify and resolve challenges that impede implementation of initiatives

  - Development and use of a process that outlines the steps to be taken to address challenges makes it more likely that school and district-level implementation can move forward as desired

- Next Steps

  - Update DIT Installation Checklists until they are 100% complete

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# References

- National Implementation Research Network (n.d.). *Installation Stage*. Retrieved from https://nirn.fpg.unc.edu/module-1/implementation-stages/installation

- Nilsen, P., & Birken, S. A. (2020). *Handbook on Implementation Science*. Northampton, MA: Edward Elgar.

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