

Massachusetts Program-wide Implementation in Phases

| Pre-launch | | *PHASE 1: Launch | *PHASE 2: Initial Implementation | *PHASE 3: Begin Data Collection | *PHASE 4: Planning for PBC |
|---|-----------------------------|--|--|--|--|
| <p>External coach meets with District personnel “Driver” to discuss:</p> <ul style="list-style-type: none"> › Mission & goals of project › Role of LT members & how to choose them* › Requirements of project, including COS data if DESE › Intro BoQ, types of activities › Show PM overview video › Bring Leadership Team Implementation Guide <p>Ext. coach tours program, begins staff buy-in</p> | <p>PD PRIORITIES</p> | <ul style="list-style-type: none"> • Leadership Implementation Academy—Leadership team Launch | <ul style="list-style-type: none"> • PM training Mod 1—everyone • BIR System training—Identified Data person/people • Practice Based Coaching-Identified Internal Coach(es) | <ul style="list-style-type: none"> • PM training Mod 2—everyone • PTR-YC—everyone • TPOT/TPITOS Reliability Training- Internal Coach(es) • Community of Practice for Internal Coaches (with Coaches from other programs) | <ul style="list-style-type: none"> • Positive Solutions for Families and/or PTR-Families—id. Family Engagement Team mem. • Culturally Responsive Practices to Reduce Implicit Bias, Disproportionality, Suspension and Expulsion—Leadership Team |
| <p>Ongoing Implementation</p> <p>External coach reaches out to LT to determine:</p> <ul style="list-style-type: none"> › Any changes in membership on the LT › Availability of any Beginning of Year PD time for Pyramid Model refresher and/ or other relevant SE topics for training › A schedule for monthly LT meetings for the coming school year | | <p>EXTERNAL COACH</p> | <ul style="list-style-type: none"> • Recruit LT members, identify internal coach(es) • Pyramid Model Launch • Continue with staff buy-in • Leadership Team mtgs begin: <ul style="list-style-type: none"> › Review Leadership Team Implementation Guide › Develop Team Vision & Mission › Schedule Mtg. dates › Establish modes of communication, shared documentation, etc. › Complete first BoQ | <ul style="list-style-type: none"> • Develop Initial Implementation Plan <ul style="list-style-type: none"> › Identify key project(s) for first year implementation › Determine what data to collect, develop systems for data collection and its use › Develop Programwide Expectations › Initiate Family Engagement | <ul style="list-style-type: none"> • Plan for first TPOTs <ul style="list-style-type: none"> › Internal coach support › Teacher preparation • Continue program level conversations around BIR |
| | <p>DELIVERABLE</p> | | <p>Completed baseline BoQ (<i>subsequent BoQs should be completed every 6 mos</i>)</p> <p>**BoQ Critical Elements: Est. LT: #1- 4 Buy-in: #8, Fam Eng: #10 - 11 PW Expec: #17 PD: #21, 24 Proc: #31, 34 Data: #36, 41</p> | <p>Completed Initial Implementation Plan</p> <p>**BoQ Critical Elements: Est. LT: #6 Buy-in: #9 Fam Eng: #12 PW Expec: #14 - 16 PD: #26 Proc: #30 Data: #37</p> | <ul style="list-style-type: none"> • Initial TPOTs/pilot TPOTs • Initial BIRs <p>**BoQ Critical Elements: Est. LT: #5 Buy-in: #8 - 9 Fam Eng: #13 PW Expec: #18 - 19 PD: #23 Proc: #29, 32, 33 Data: #38</p> |

* Phases can last anywhere from 3 to 6 months, and teams may need to circle back to earlier phases

** BoQ Elements should be partially in place during these early phases



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| Ongoing Implementation | | *PHASE 5: PBC Roll-out | *PHASE 6: Data Analysis | *PHASE 7: Planning for Sustainability | *PHASE 8: Sustainability |
|---|----------------------|--|---|--|---|
| <p>External coach reaches out to LT to determine:</p> <ul style="list-style-type: none"> Any changes in membership on the LT Availability of any Beginning of Year PD time for Pyramid Model refresher and/ or other relevant SE topics for training A schedule for monthly LT meetings for the coming school year | PD PRIORITIES | <p>PD priorities on-going during Phases 5 - 7:</p> <ul style="list-style-type: none"> PM training Mods 1 & 2 – new staff PTR-YC—new staff PBC in a Group—if applicable Linking Early Literacy and SE Development—Everyone Culturally Responsive Practices—refresher, COP, etc.? TPOT/ TPITOS Reliability and/ or Booster training Child Outcomes Summary data entry training (DESE only) | | | <p>PD priorities on-going</p> <ul style="list-style-type: none"> PM training Mods 1 & 2 – new staff TPOT/TPITOS Reliability and/or booster training as needed |
| | | EXTERNAL COACH | <ul style="list-style-type: none"> Roll out Practice Based Coaching Continue program level conversations around BIR <ul style="list-style-type: none"> Add'l training needed? Are data collection and entry systems still in place? | <ul style="list-style-type: none"> Update Implementation Plan and determine/delegate action items Continue efforts toward Family Engagement LT reviews BIR data and/ or COS data, with a focus on equity Team reviews Equity Coaching guide | <ul style="list-style-type: none"> Discuss transition plan for external coach support Review of program systems, including on-boarding of new staff and families Solidify Implementation Planning |
| | DELIVERABLE | | <ul style="list-style-type: none"> Opt. BoQ, if not yet completed Teacher Ind. Action Plans <p>**BoQ Critical Elements: Est. LT: #1- 4 Buy-in: #8 Fam Eng: #10 - 11 PW Expec: #17 PD: #21, 24, 25 Proc: #31, 34 Data: #36, 41</p> | <ul style="list-style-type: none"> Updated Implementation Plan BIR and/or COS data review <p>**BoQ Critical Elements: Est. LT: #6 Buy-in: #9 Fam Eng: #12 PW Expec: #14 - 16 PD: #26 Proc: #30 Data: #38</p> | <ul style="list-style-type: none"> Recommitment statement Check for Fidelity <p>**BoQ Critical Elements: Est. LT: #5 Buy-in: #8 - 9 Fam Eng: #13 PW Expec: #18 - 19 PD: #23 Proc: #29, 32, 33 Data: #38</p> |

* Phases 5 – 7 may last anywhere from 3 to 6 months, and teams may need to circle back to earlier phases

** BoQ Elements should be fully in place during these later phases

