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| **Desired Outcome** | **Strategy** | **Target Date** | **Resources Needed** | **Person Responsible** | **Status** | **Comments/**  **Outcome** |
| **Tier 2 Manual: Data Analysis Chapter**  Update Data Analysis Worksheet and Problem Solving Worksheet | Complete monthly and share with staff |  | Data Analysis Worksheet DAW ([Google Sheet](https://docs.google.com/spreadsheets/d/1x7w7QPr4yp8OjxumwTC3iV8Bz2jxnbJMeZ2bEB0UG-Y/copy)) ([XLSX](https://www.koi-education.com/s/DAW-Speadsheet-Template-nlpy.xlsx)) ([PDF](https://www.koi-education.com/s/DAW-Data-Analysis-Worksheet-993s.pdf))  Problem Solving Worksheet PSW ([Google Doc](https://docs.google.com/document/d/13SCEduj-kyZTQUtO19Y5VIfGlidDoP7l5XI4VAOIqgY/copy)) ([PDF](https://www.koi-education.com/s/PSW-ProblemSolving-Worksheet.pdf)) |  | Pending  Ongoing  Complete |  |
| **Tier 2 Manual: Bully Prevention Chapter**  Download Bully Prevention curriculum. |  |  | Elementary School - Bully Prevention in PBS ([PDF](https://www.koi-education.com/s/ES-Bully-Prevention-in-PBS.pdf))  Middle/High School - Bullying and Harassment Prevention ([PDF](https://www.koi-education.com/s/MS-HS-Bullying-Harrassment-Prevention-in-PBS.pdf)) |  | Pending  Ongoing  Complete |  |
| **Tier 2 Manual: Bully Prevention Chapter**  Middle/High School: Establish a Student Advisory Committee. |  |  |  |  | Pending  Ongoing  Complete |  |
| **Tier 2 Manual: Bully Prevention Chapter**  Identify a STOP signal at school. |  |  |  |  | Pending  Ongoing  Complete |  |
| **Tier 2 Manual: Bully Prevention Chapter**  Identify Bullying Prevention Coordinator and Facilitator(s). |  |  |  |  | Pending  Ongoing  Complete |  |
| **Tier 2 Manual: Bully Prevention Chapter**  Select or Modify a DPR for targets and aggressors. |  |  |  |  | Pending  Ongoing  Complete |  |
| **Tier 2 Manual: Bully Prevention Chapter**  Decide on entry, exit and progress-monitoring criteria. |  |  |  |  | Pending  Ongoing  Complete |  |
| **Tier 2 Manual: Bully Prevention Chapter**  Provide training for all staff (using lesson plans in curriculum) and specific training to Coordinator/ Facilitator(s). |  |  |  |  | Pending  Ongoing  Complete |  |
| **Tier 2 Manual: Bully Prevention Chapter**  Provide training for all students (using lesson plans in curriculum) and specific training to identified students. |  |  |  |  | Pending  Ongoing  Complete |  |
| **Tier 2 Manual: Bully Prevention Chapter**  Provide specific training to families of identified students. |  |  |  |  | Pending  Ongoing  Complete |  |
| **Tier 2 Manual: Bully Prevention Chapter**  Create a Tier 2 Handbook: Bullying Prevention. |  |  | Tier 2 Handbook Template ([Google Doc](https://docs.google.com/document/d/1kq63XCoJ02ge03HZfc3Ub21yJlORKU9Y2vximLsTGWs/copy)) ([DOCX](https://www.koi-education.com/s/Tier-2-Handbook_-Template.docx)) |  | Pending  Ongoing  Complete |  |
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