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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: Social Skills Chapter:**  Select a Social Skills Curriculum. | Evidence-Based programs [blueprintsprograms.org](https://www.blueprintsprograms.org/) |  | Second Step, The Incredible Years, Too Good Curriculums, Boys Town Model, etc. |  | Pending  Ongoing  Complete |  |
| **Tier 2 Manual: Social Skills Chapter:**  Identify a Coordinator and Facilitator(s). |  |  | Social Skills Deficit Type Grid ([DOCX](https://www.koi-education.com/s/Social-Skills-Deficit-Type-Grid.docx)) |  | Pending  Ongoing  Complete |  |
| **Tier 2 Manual: Social Skills Chapter:**  Select or Modify a DPR. |  |  |  |  | Pending  Ongoing  Complete |  |
| **Tier 2 Manual: Social Skills Chapter:**  Decide on entry, exit and progress monitoring criteria. |  |  |  |  | Pending  Ongoing  Complete |  |
| **Tier 2 Manual: Social Skills Chapter:**  Provide specific training to Coordinator/ Facilitator(s). |  |  | Social Skills Role Play Script ([PDF](https://www.koi-education.com/s/Social-Skills-Role-Play-Script.pdf)) |  | Pending  Ongoing  Complete |  |
| **Tier 2 Manual: Social Skills Chapter:**  Provide specific training to identified students. |  |  |  |  | Pending  Ongoing  Complete |  |
| **Tier 2 Manual: Social Skills Chapter:**  Provide specific training to families of identified students. |  |  | Social Skills Letter to Parent ([DOCX](https://www.koi-education.com/s/Social-Skills-Letter-to-Parent.docx))  Social Skills Parent Teacher Student Rating ([DOCX](https://www.koi-education.com/s/Social-Skills-Parent-Teacher-Student-Rating.docx))  Social Skills School Home Note ([DOCX](https://www.koi-education.com/s/Social-Skills-School-Home-Note.docx)) |  | Pending  Ongoing  Complete |  |
| **Tier 2 Manual: Social Skills Chapter:**  Create a Tier 2 Handbook: Social Skills. |  |  | 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 |  |
| **Tier 2 Manual: Sustainability Chapter:**  Use Booster Activities to make Tier 2 interventions a priority, effective, efficient, and adaptable |  |  |  |  | Pending  Ongoing  Complete |  |
| **Tier 2 Manual: Sustainability Chapter:**  Prepare Tier 2 team digital folders/ binders for sustainability. |  |  |  |  | Pending  Ongoing  Complete |  |
| **Tier 2 Manual: Sustainability Chapter:**  Prepare Tier 2 Handbooks for sustainability. | Ensure that each Tier 2 intervention has a Handbook. |  | 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 |  |
| **Tier 2 Manual: Sustainability Chapter:**  Update Intervention Matrix. |  |  | Intervention Matrix - Template ([Google Doc](https://docs.google.com/document/d/10dhDEy5FH7_oz4lBLGal1Nq77_EG_OEQ69xK-Ezkq_g/copy)) ([DOCX](https://www.koi-education.com/s/Intervention-Matrix-Template-rgf2.docx)) |  | Pending  Ongoing  Complete |  |
| **Tier 2 Manual: Sustainability Chapter:**  Schedule assessments according to the assessment schedule. |  |  | Assessment Schedule ([PDF](https://www.koi-education.com/s/Assessment-Schedule-jm23.pdf)) |  | Pending  Ongoing  Complete |  |
| **Tier 2 Manual: Sustainability Chapter:**  Schedule dates and times for regular data sharing with stakeholders. |  |  |  |  | Pending  Ongoing  Complete |  |
| **Tier 2 Manual: Assessment Chapter**  Complete the Tiered Fidelity Inventory (TFI)- Tier I and Tier II sections and share results with staff. | Complete with guidance from your KOI coach. |  | [www.pbisapps.org](http://www.pbisapps.org) |  | Pending  Ongoing  Complete |  |
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