|  |  |
| --- | --- |
| **Check and Connect (C&C) Implementation Planning Worksheet**  (See C&C Materials & Samples) | |
| **Name of Program:** | Example: Rising Strong, School Success Team, My Brother’s Keeper |
| **Intervention Coordinator:** | Member of Tier 2 team who coordinates this intervention |
| **Student Selection** | |
| **How will students be selected?** | Students are referred to *Check & Connect* when they show warning signs of disengaging from school, such as poor attendance, behavioral issues, and/or low grades. Example selection criteria include; 6+ Unexcused Abscences; 2+ D’s of F’s or 2-3 major ODR in 4-6 weeks. |
| **How many students can be served?** | Initially 3-5 students. Build up to 10-15 |
| **How will parents be notified/consent gained?** | Parents will be contacted by X via phone/email to invite student to participate and obtain parent consent |
| **Implementation (CICO Manual Pgs. 2-5)** | |
| **Example goal for Student Success Platform** | As part of C&C, student will meet established a goal together with their mentor. This goal is based on students current school data and initial student interview session. |
| **When will the intervention occur during the day?** | Mentor meets with student at a determined time once per week for 15-20 minutes. This can be during the day or before or after school. |
| **How long will it last?** | Check and Connect is designed to a longer term intervention and may last 1-2 years. |
| **Who will provide intervention?** | Anyone trained to be a mentor. This can be a school employee or community volunteer. |
| **Where will it occur?** | Location determined with the student and mentor. May vary by mentor and time of day. |
| **How will implementation fidelity be monitored/tracked?** | Check and connect fidelity forms are provided with this intervention. Fidelity should be check at least every 3 months and also when a student is not making progress. |
| **Progress Monitoring (CICO Manual Pgs. 12-24)** | |
| **How will student progress be monitored (PM)?** | The weekly “Check” forms allow for tracking or progress and also students will self report additional data. |
| **How frequently will PM occur?** | Data will be checked and reviewed with the students once per week and then less frequently once the student begins to fade from the intervention. |
| **Who is responsible for PM?** | Coach is responsible for pulling the data, ideally with the student. |
| **When will the PM data be looked at by the team?** | As part of Tier 2 team reviews every two weeks. |
| **What is the average length of time in program?** | 1-2 years |
| **How will the team determine if a student is ready to be exited?** | Meeting goal of 70-80% on their check data and also reports feeling that they have the needed connections to begin fading. Move to self-monitoring for two months to fade supports and check for stability of behavior change. |
| **What will the team do if a student is not making progress?** | Adjust goals for student, modify reinforcer plan, check for implementation fidelity, connect to more resources if needed. |
| **Communication (CICO Manual Pgs. 9-11)** | |
| **What will parent and teacher communication look like?** | Summary of student progress will be shared with family and teachers twice per month. |