



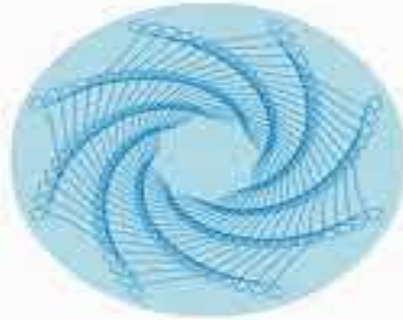
2019 BEST/MTSS Summer Institute
Vermont Education at its Peak:
Forging the Trails of Academic and Social Success

**Leveraging your Multi-tiered System of Supports (MTSS)
to Achieve Better Outcomes for All Students-Day 4**

Facilitators: Tom Faris and Tracy Watterson

Welcome! Relax.

Breathe in



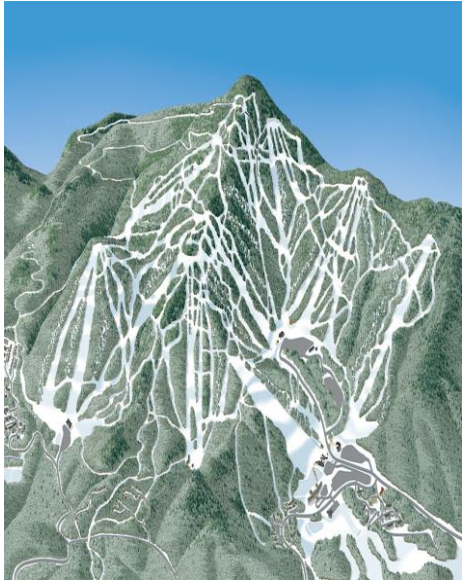
Overview of Week

We will be supporting you this week in addressing a goal or problem of practice using your own data.

- *Understanding the VTmtss Framework*
- *Evaluating Drivers of Change*
- *Analyzing your VTmtss Framework*
- *Using your VTmtss Framework for Making Decisions & Determining Next Steps*
- *Committing to Next Steps*

Day 4 Learning Objectives

- Complete the work of writing your goal as a SMART goal.
- Apply the ADKAR model and 5 tips for communicating a change idea.
- Develop presentation of how you will share your change idea with your staff for Strand colleagues feedback.
- Present you change idea to your Strand colleagues.



Today's Agenda

- **SMART goals (10 minutes)**
- **ADKAR model and Communicating a Change Idea Activity (30 minutes)**
- **Team time to finalize your presentation (90 minutes)-to include a 30 minutes break between 10:15 and 11 at your team's discretion)**
- **Team Presentations (75 minutes; 15 minutes/team) to include feedback from colleagues**
- **Wrap Up and Good-Bye! (15 minutes)**

Norms and Roles-Reminder

- Consistent throughout the day:
 - Norms (VTmtss Team norms + your additions)
 - **Process Monitor*** (reports out at end of day on how well we adhered to our norms.)
- As needed:
 - Facilitator (leads the tasks and holds the team accountable for the objectives)
 - Time Keeper (helps keep the team focused)
 - Note Taker (records and shares the discussions and decisions of the team)
 - Presenter (shares information, on behalf of their team, with other Strand teams)

The Process Monitor

How did the objectives support our work today?

How well did we address the SURE (Safe, Useful, Respectful, and Engaging) principles?

What are the decisions or recommendations we agreed upon?

What will our team be working on this week (tomorrow)?

What do we need to communicate this week (tomorrow)?

ADKAR Model of Stages of Change

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Awareness-Why is the change necessary?

Desire-How does the change affect me?

Knowledge-What skills/content/pedagogy do I need to engage in this change?

Ability-How can I learn the skills/content/pedagogy?

Reinforcement-What supports will be offered to me in making this change and sustaining the change?

Five Tips for Better Communication of Change-Summary

- Structure your efforts-intentional and sequenced release of messages into the organization
- Start earlier-Early communications are more proactive and can mitigate negative consequences of failing to engage employees.
- Do it more often-Key messages must be communicated over and over...five to seven times to be effective.
- Answer the questions people have-Why are we changing? What are risks of not changing? What's in it for me? How will I be impacted? How will my team be impacted?
- Use preferred senders- For business messages... someone at the top of the organization and for personal change messages...the immediate supervisor.

<https://blog.prosci.com/5-tips-for-better-communication-around-change>

Team Time-Presentation Prep

With your team:

1. answer these ADKAR Model questions about your change idea, then
2. refer to the 5 Tips for Better Communication Around Change
 - What are the different audiences you need to communicate this change to?
 - How might the answer be different for different audiences?
3. design your presentation for sharing with your Strand colleagues
4. decide what type of feedback you will elicit from your Strand colleagues to improve your communication of our change idea

Snacks and Check Out!

Decide as a team when you will take your 30 minute break for snacks and to check out of your room.

Presentations will begin promptly at 11:00am.

Presentation of Change Idea (SMART Goals)

Each team will have 15 minutes to share their plan for communicating their change idea and seek feedback from their Strand colleagues.

Wrap Up ~ How Was Our Day?

- **Process Monitor oral report to Strand participants**

- **Evaluation**

Thank you!



Recap: Agenda

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Recap: Day 4 Learning Objectives

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Forging Your Trail

What's your personal learning goal for this week?

What's the peak you want to reach?

While you are learning this week, think about:

- **What** will you be able to **implement**?
- **How** will you know you're implementing it **well**?
- **How** will your most **vulnerable** students benefit?
- **How** will you/your team **sustain** what you're implementing?

Processing Our Morning

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Ways to Contact Us

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Sign up for an afternoon consultation (see Institute website).