**KY-ABRI Annual Plan of Action**

**Sample District or School**

**Date: TEAM LEADER: E-mail of Team Leader:**

**ANNUAL MTSS GOALS:**

**1.**

**2.**

**3.**

**PROFESSIONAL DEVELOPMENT NEEDS:**

**1.**

**2.**

**3.**

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| **Monthly Meeting Dates and Times:** |
| **July** | **October** | **January** | **April** |
| **August** | **November** | **February** | **May** |
| **September** | **December** | **March** | **June**  |

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| **Team Member Roles:** | **Name:** | **School Position:** |
| **Team Lead/Chair:**  |  |  |
| **Time Keeper:**  |  |  |
| **Note Taker:** |  |  |
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| **July****Meeting Date:** | **August****Meeting Date:**  | **September****Meeting Date:** | **October****Meeting Date:** | **November****Meeting Date:** | **December****Meeting Date:** |
|  | * Collect, Graph, Analyze & Plan to Share Academic & Behavioral Data
* Implementation

Team Meeting | * Collect, Graph, Analyze & Plan to Share Academic &

Behavioral Data * Implementation

Team Meeting | * Collect, Graph,

Analyze & Plan to Share Academic & Behavioral Data * Implementation

Team Meeting | * Collect, Graph, Analyze & Plan to Share Academic &

Behavioral Data * Implementation

Team Meeting | * Collect, Graph, Analyze & Plan to Share Academic & Behavioral Data
* Implementation

Team Meeting |

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| **January****Meeting Date:** | **February** **Meeting Date:** | **March****Meeting Date:** | **April****Meeting Date:** | **May****Meeting Date:** | **June****Meeting Date:** |
| * Collect, Graph,

Analyze & Plan to Share Academic & Behavioral Data * Implementation

Team Meeting | * Collect, Graph,

Analyze & Plan to Share Academic & Behavioral Data * Implementation

Team Meeting | * Collect, Graph,

Analyze & Plan to Share Academic & Behavioral Data * Implementation

Team Meeting | * Collect, Graph,

Analyze & Plan to Share Academic & Behavioral Data * Implementation

Team Meeting | * Collect, Graph,

Analyze & Plan to Share Academic & Behavioral Data * Implementation

Team Meeting | * Collect, Graph,

Analyze & Plan to Share Academic & Behavioral Data * Implementation

Team Meeting |

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| **MEETING NOTES****August 2019****Members in Attendance:****AGENDA:** |
| **NOTES:** |

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| **ACTION ITEMS** | **Who is responsible?** | **Date to be completed.** | **How will it be monitored?** |
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| **MEETING NOTES****September 2019****Members in Attendance:****AGENDA:** |
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| **ACTION ITEMS** | **Who is responsible?** | **Date to be completed.** | **How will it be monitored?** |
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| **MEETING NOTES****October 2019****Members in Attendance:****AGENDA:** |
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| **ACTION ITEMS** | **Who is responsible?** | **Date to be completed.** | **How will it be monitored?** |
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| **MEETING NOTES****November 2019****Members in Attendance:****AGENDA:** |
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| **ACTION ITEMS** | **Who is responsible?** | **Date to be completed.** | **How will it be monitored?** |
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| **MEETING NOTES****December 2019****Members in Attendance:****AGENDA:** |
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| **ACTION ITEMS** | **Who is responsible?** | **Date to be completed.** | **How will it be monitored?** |
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| **MEETING NOTES****January 2020****Members in Attendance:****AGENDA:** |
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| **ACTION ITEMS** | **Who is responsible?** | **Date to be completed.** | **How will it be monitored?** |
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| **MEETING NOTES****February 2020****Members in Attendance:****AGENDA:** |
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| **ACTION ITEMS** | **Who is responsible?** | **Date to be completed.** | **How will it be monitored?** |
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| **MEETING NOTES****March 2020****Members in Attendance:****AGENDA:** |
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| **ACTION ITEMS** | **Who is responsible?** | **Date to be completed.** | **How will it be monitored?** |
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| **MEETING NOTES****April 2020****Members in Attendance:****AGENDA:** |
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| **ACTION ITEMS** | **Who is responsible?** | **Date to be completed.** | **How will it be monitored?** |
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| **MEETING NOTES****May 2020****Members in Attendance:****AGENDA:** |
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| **ACTION ITEMS** | **Who is responsible?** | **Date to be completed.** | **How will it be monitored?** |
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| **MEETING NOTES****June 2020****Members in Attendance:****AGENDA:** |
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| **ACTION ITEMS** | **Who is responsible?** | **Date to be completed.** | **How will it be monitored?** |
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