

Colorado Multi-Tiered System of Supports

OFFICE OF LEARNING SUPPORTS

**Colorado Multi-Tiered System of Supports (COMTSS) Acronyms**

**Action Planning Tool**

May 2022 Version 1.0

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| **Team members present:** |
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| **Planning Date** | **Precise Problem Statement** | **Root Cause/**  **Contributing Factors** | **Goal (Outcome/Target)** | **Review Date** |
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|  |  |
| --- | --- |
| **Fidelity data to be collected** (How will we know we implemented our plan as intended?) | **Outcome data to be collected** (How will we know our plan has worked?) |
|  |  |
| **Who will collect the data?** | **Who will collect the data?** |
|  |  |
| **When will data be collected?** | **When will data be collected?** |
|  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Action Step** | **Person(s) Responsible** | **Resource(s) Needed** | **Target Date** | **Date Completed** |
|  |  |  |  |  |
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