



LEA/DISTRICT Startup Plan

State:
LEA:
My SWIFT LEA and SEA Facilitators are:
My SWIFT LEA and SEA Coordinators are:
My SWIFT School Coaches are:

LEA Implementation Team

REQUIRED ROLES: Superintendent or Assistant Superintendent, Curriculum/Instruction leader, Special Education lead administrator, Principals from each school in the LEA, LEA SWIFT Coordinator, and School SWIFT Coaches

RECOMMENDED ROLES: Human Resources, Title 1, Finance, Early Childhood, Family, Community, and others as appropriate

PURPOSE:

- Lead and support implementation and sustainability of SWIFT, utilizing Active Implementation Frameworks in schools
- Scale-up and sustain SWIFT implementation across the LEA
- Serve as part of the SEA Implementation & Transformation Team to inform the statewide strategy for supporting LEA implementation of SWIFT (share successes and resolve barriers) and to advise the SEA on policy-practice transformation

ACTIVITIES:

- Monthly meeting focused on LEA and School implementation of SWIFT (3 hrs)
- Quarterly meeting focused on LEA and SEA Implementation of SWIFT (1 day)
- Quarterly professional development focused on school-level SWIFT Features and content-area practices (only the LEA Coordinator, School SWIFT Coaches, and other members identified by the Team need to attend) (1 day)
- Membership of an Implementation Team reflects not only specific stakeholder roles but also certain characteristics and expertise. SWIFT recommends the following for the LEA Implementation Team:
 - Characteristics of ALL Members: belief that all students can learn and should be included; leadership experience; systems-thinking and problem-solving skills; data-based decision-making skills; communication and collaboration skills
 - Expertise within the Membership: academic and behavior instruction/intervention; formative assessment; technology; finance; policy-practice connection; professional learning; resource management

What do we need to do in order to establish this team or repurpose/expand a current team?

Actions	Considerations /resources needed	Who is responsible?	By when?

ACTIONS First Four Months
TEAM operations/communication

1. When will we meet?

Actions	Considerations /resources needed	Who is responsible?	By when?

2. Calendar for monthly Implementation Team Meetings:

Month 1	
Month 2	
Month 3	
Month 4	

1. How will we communicate with each other?
2. How will we share our work with others in our system?
3. How might we communicate with key stakeholders about the Implementation Stages, generally, and the EXPLORATION process, specifically?

Actions	Considerations /resources needed	Who is responsible?	By when?

DATA collection and review

Actions	Considerations /resources needed	Who is responsible?	By when?

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Actions	Considerations /resources needed	Who is responsible?	By when?

Further Exploration of SWIFT Core Features:
**What do we need to know so we can communicate
SWIFT core features to our stakeholders?**

1. Strong and engaged site leadership

Actions	Considerations /resources needed	Who is responsible?	By when?

2. Strong educator support system

Actions	Considerations /resources needed	Who is responsible?	By when?

3. Inclusive academic instruction

Actions	Considerations /resources needed	Who is responsible?	By when?

4. Inclusive behavior instruction

Actions	Considerations /resources needed	Who is responsible?	By when?

5. Fully integrated organizational structure

Actions	Considerations /resources needed	Who is responsible?	By when?

6. Strong positive school culture

Actions	Considerations /resources needed	Who is responsible?	By when?

7. Trusting Family partnerships

Actions	Considerations /resources needed	Who is responsible?	By when?

8. Trusting Community partnerships

Actions	Considerations /resources needed	Who is responsible?	By when?

9. Strong LEA/school relationship

Actions	Considerations /resources needed	Who is responsible?	By when?

10. LEA Policy Framework

Actions	Considerations /resources needed	Who is responsible?	By when?



**schoolwide
integrated
framework for
transformation**



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