MNSYNC ONLINE

SCHOOL CONTINUOUS IMPROVEMENT PLAN

2025-2026

Rochester Public Schools

MNSync ONLINE

Post-secondary Pathways Template for 2025-2026 SCIPs

Improvement Goal(s):

1. Achieve an 80% completion rate of assignments in Xello at each grade level 3-12.

Instructions: Please fill in all of the shaded areas below with the requested information.

Initiative A: Implement Xello and supporting lessons to help every student develop and implement a plan for life after high school, referred to as the "postsecondary plan"		
Who is responsible for overall leadership of this initiative?		
Name	**Role**	
Heather Duellman/Darren Couillard	School Counselors	
What major action steps will your team take to implement this initiative?		
Action Steps	**Lead Staff**	**Target Completion Date**
1. Convene a Postsecondary Pathways Team or other designated team, that includes school counselors, the principal or assistant principal, teachers, and other appropriate staff to guide the school's postsecondary pathways strategy.	Brandon Macrafic	September 9, 2025
2. Identify delivery model to be used for teaching and supporting required activities during designated postsecondary readiness time using Xello and the supporting curriculum, and document progress using the assignment feature in Xello.	Heather Duellman and Darren Couillard	September 2, 2025
3. Provide all school staff with an introduction to the core components of postsecondary and career readiness, the functionalities of Xello, and promote reflection and discussion of ways they can integrate postsecondary and career readiness into their teaching and other work with students .	Heather Duellman and Darren Couillard	September 22, 2025

4. Identify the staff members who will guide students through the use of Xello and the Success Plan curriculum and provide staff with written instructions and professional development to prepare them to lead students through the content.	Heather Duellman and Darren Couillard	September 22, 2025
5. Engage the school's postsecondary pathways leadership team, or other designated team, in reviewing and monitoring the completion of postsecondary readiness tasks, assignments and steps as recorded in Xello. Review of and response to data will be completed at minimum on a quarterly basis.	Heather Duellman and Darren Couillard	May 28, 2026
6. Develop a plan for sharing completion data and response plan with staff.	Heather Duellman and Darren Couillard	October 20, 2025

MTSS 2025-2026 SCIP TEMPLATE

Improvement Goal:

1. Increase the percentage of students who meet the criteria for "on track" in reading on the FastBridge assessment by 3.5 percentage points

Instructions: Please fill in all the shaded areas below with the requested information.

Initiative A: Scheduling for Student Support		
Who is responsible for overall leadership of this initiative?		
Name	**Role**	
Lisa Thomforde	**Reading Specialist**	
What major action steps will your team take to implement this initiative?		
Action Steps	**Lead Staff**	**Target Completion Date**
1. **NEW:** The MTSS Leadership Team and Building Master Scheduler(s) will coordinate daily schedules to ensure that students receiving multiple support services (i.e., interventions, IEP, MLL, etc.) receive interventions while maintaining access to core instruction.	Brandon Macrafic	August 26, 2025
2. **CONTINUE / ENHANCE:** _Elementary_ The MTSS Leadership Team and Building Master Scheduler(s) will develop a Tier 2 and 3 intervention schedule with dedicated intervention blocks to avoid conflicts with core instruction.	Brandon Macrafic	August 26, 2025
3. **NEW:** _Middle School_ The MTSS Leadership Team and Building Master Scheduler(s) will develop a Tier 2 and 3 intervention schedule that avoids conflicts with core instruction.	Brandon Macrafic	August 26, 2025

4. **NEW:** _High School_ The MTSS Team will create a structured plan for Tier 2 intervention schedule that avoids conflict with core instruction and will use the Literacy Lab course for Tier 3 interventions.	Brandon Macrafic	August 26, 2025

Initiative B: MTSS Leadership and Collaboration
Who is responsible for overall leadership of this initiative?

Name	Role
Lisa Thomforde	**Reading Specialist**

What major action steps will your team take to implement this initiative?		
Action Steps	**Lead Staff**	**Target Completion Date**
1. **CONTINUE / ENHANCE:** Improve the effectiveness of the MTSS Leadership Team by defining clear roles, meeting routines, and feedback systems to guide implementation, monitor progress, and improve effectiveness over time.	Lisa Thomforde	May 26, 2026
2. **CONTINUE / ENHANCE:** Improve the effectiveness of PLCS to use a consistent cycle of inquiry and data-driven problem-solving process across all PLC team structures.	Eric McRae	May 28, 2026
3. **CONTINUE / ENHANCE:** The MTSS Literacy Team will create a clear communication plan with staff that defines the tiers of support and the process for accessing support for students, the assessment administration cycle, themes from universal screening results, and data team meeting cycles.	Lisa Thomforde	May 28, 2026

Initiative C: Strengthen Tier 1 Literacy and Data-Driven PLCs		
Who is responsible for overall leadership of this initiative?		
Name	**Role**	
Eric McRae	**Instructional Coach**	
What major action steps will your team take to implement this initiative?		
Action Steps	**Lead Staff**	**Target Completion Date**
1. **CONTINUE / ENHANCE:** PLCs will improve their effectiveness in selecting common formative assessments aligned to prioritized learnings to monitor the effectiveness of core instruction.	Eric McRae	May 28, 2026
2. **CONTINUE / ENHANCE:** PLCs will improve their effectiveness to analyze formative data using a problem-solving framework to adjust and implement instruction for improving learning.	Eric McRae	May 28, 2026
3. **CONTINUE / ENHANCE:** PLCs and the MTSS Literacy Team will improve their effectiveness to use assessment data to identify and implement targeted Tier 1 interventions with a clear plan for instruction, monitoring, and follow-up.	Eric McRae	May 28, 2026
4. **CONTINUE / ENHANCE**: Assess the need for professional development on the use of the literacy resource map and identify specific individuals to participate in ongoing training on evidence-based and structured literacy practices.	Lisa Thomforde	May 28, 2026

Initiative D: Strengthen Tier 2 & 3 Intervention Support

Who is responsible for overall leadership of this initiative?	
Name	**Role**
Lisa Thomforde	**Reading Specialist**

What major action steps will your team take to implement this initiative?		
Action Steps	**Lead Staff**	**Target Completion Date**
1. **CONTINUE / ENHANCE:** The MTSS Leadership Team will review screening data to assess resources and set entry criteria for Tier 2 (about 20% of students) and Tier 3 (15% or fewer), identifying students based on need and prior support.	Lisa Thomforde	May 28, 2026
2. **NEW:** The MTSS Leadership Team will create a building-wide process for conducting diagnostic literacy assessments to identify student specific instructional needs in Tier 2 & Tier 3.	Lisa Thomforde	August 26, 2025
3. **CONTINUE / ENHANCE:** The MTSS Leadership Team will set expectations for progress monitoring of Tier 2 & 3 students, including frequency, data types, timelines, and who will analyze and review the data.	Lisa Thomforde	May 28, 2026
4. **CONTINUE / ENHANCE:** Interventionists will choose and implement evidence-based Tier 2 & 3 interventions based on student needs, using the literacy resource map to ensure alignment with recommended strategies.	Lisa Thomforde	May 28, 2026

5. **CONTINUE / ENHANCE:** The MTSS Leadership Team will establish a communication protocol to inform families when Tier 2 & 3 supports begin and provide strategies to reinforce these interventions at home.	Lisa Thomforde	August 26, 2025
6. **CONTINUE / ENHANCE:** MTSS Problem Solving Teams will use the taxonomy of intervention intensity to strengthen Tier 3 interventions for students not making expected progress, ensuring targeted support.	Lisa Thomforde	May 28, 2026
7. **CONTINUE / ENHANCE:** The MTSS Leadership Team will define a process for Problem Solving Teams to document and review Tier 3 plans quarterly, evaluating intervention fidelity and student progress.	Lisa Thomforde	May 28, 2026

Mental Health for MNSync Online (2025-2026)

Improvement Goal:

1. Continually increase the number of students who, while experiencing challenges with mental health, are able to learn successfully in school.

Initiative A: Implement mental health screening to identify students who may be experiencing challenges to their mental health		
Who is responsible for overall leadership of this initiative?		
Name	**Role**	
Sara Rich	School Social Worker	
What major action steps will your team take to implement this initiative?		
Action Steps	**Lead Staff**	**Target Completion Date**
1. Select a subset of students per building to implement universal mental health screening	Sara Rich	June 9, 2025
2. Engage staff with responsibility for student wellbeing and mental health in professional development on use of the screening tools provided by the Coordinator of Mental Health and other central office staff	Sara Rich	May 28, 2026
3. Collaborate with the Coordinator of Mental Health and other central office staff to analyze screening data to identify trends in grade level or demographic groups to inform interventions and adjust services	Sara Rich	May 28, 2026

Initiative B: Provide students who are experiencing challenges to their mental health as identified through the use of screening tools with effective interventions and support	
Who is responsible for overall leadership of this initiative?	
Name	**Role**
Sara Rich	School Social Worker
What major action steps will your team take to implement this initiative?	

Action Steps	Lead Staff	Target Completion Date
1. Work with the Coordinator of Mental Health and other central office staff to develop and implement effective triaging and resource connection processes for students who are displaying a potential mental health concern based on screening scores	Sara Rich	May 28, 2026
2. Monitor students who receive services in school or in the community after mental health screening and adjust services as necessary	Sara Rich	May 28, 2026

Initiative C: Build the capacity of staff with responsibility for student wellbeing and mental health to implement effective tier 2 interventions
Who is responsible for overall leadership of this initiative?

Name	Role
Sara Rich	School Social Worker

What major action steps will your team take to implement this initiative?

Action Steps	Lead Staff	Target Completion Date
1. Engage staff with responsibility for student wellbeing and mental health in professional development and coaching facilitated by the Coordinator of Mental Health and other central office staff on implementing best-practice tier 2 mental health and behavioral interventions, such as making schedules, progress monitoring, evaluation of intervention efficacy, and determining entrance and exit criteria.	Sara Rich	May 28, 2026
2. Engage a targeted group of staff in professional development and coaching on Trauma Response practices and/or neurofeedback facilitated by the Coordinator of Mental Health and other central office staff	Sara Rich	May 28, 2026
3. Create opportunities for the targeted group of staff who participate in professional development and coaching on Trauma Response practices and/or neurofeedback to introduce those techniques to other staff at the school who are responsible for student wellbeing and mental health	Sara Rich	May 28, 2026

Initiative D: Implement a mental health data system		
Who is responsible for overall leadership of this initiative?		
Name	**Role**	
Sara Rich	School Social Worker	
What major action steps will your team take to implement this initiative?		
Action Steps	**Lead Staff**	**Target Completion Date**
1. Engage staff who are responsible for student wellbeing and mental health in professional development facilitated by the Coordinator of Mental Health and other central office staff on universal documentation practices to standardize methods of documenting services and progress monitoring that incorporates SpEd Forms and EduCLIMBER or other systems	Sara Rich	May 28, 2026
2. Implement universal documentation practices to standardize methods of documenting services and progress monitoring that incorporates SpEd Forms and EduCLIMBER or other systems	Sara Rich	May 28, 2026