

Progress Monitoring Process for Instructional Decision-Making Amherst Middle School

	READING	MATHEMATICS
Progress Monitoring Tools	AIMSWEB MAZE AIMSWEB R-CBM	AIMSWEB Computation AIMSWEB Concepts and Application
Staff Responsible for Progress Monitoring	Core: Literacy Coach/Classroom Teacher Tier 2: Reading and Learning Specialists Tier 3: Reading and Learning Specialists	Core: Math Coach/Classroom Teacher Tier 2: Classroom Teacher/ Learning Specialists/Math Interventionist Tier 3: Learning Specialists
Purpose of Progress Monitoring	Monitor students' response to core, tier 2, and tier 3 instruction in order to estimate rates of improvement, identify students who are not demonstrating adequate progress, and/or compare the efficacy of different forms of instruction.	
Frequency	Core: 1x per month Tier 2: 2x per month or weekly Tier 3: weekly	
Tracking and Reporting Data	Specialists', Coaches', and Classroom Teachers' responsibilities: <ul style="list-style-type: none"> • Collect progress monitoring data • Keep progress monitoring records • Report progress monitoring data at monthly grade level Instructional Decision Making (RtI) meetings. RTI Leadership Team's responsibilities: <ul style="list-style-type: none"> • Review progress monitoring data regularly • Ensure administration and scoring process of progress monitoring data is accurate • Identify students in need of supplemental interventions Evaluate efficacy of supplemental interventions	
Questions Progress Monitoring Will Answer	<ul style="list-style-type: none"> ✓ Are students making progress at an acceptable rate? ✓ Are students meeting performance goals? ✓ Does the instruction or intervention need to be adjusted or changed? ✓ Are students maintaining their skill at performance level once released from an intervention? 	
Setting Goals for Progress	<ul style="list-style-type: none"> • Baseline based on grade-level Benchmark • Goals are based on National Norms for weekly improvement: $\text{Rate of Improvement (ROI)} \times \text{\# Weeks} + \text{Baseline Score} = \text{Goal}$ (See attached Goal Setting, ROI grade level charts) • If needed, tier 3 goals will be set with intra-individual framework 	
Communication with Parents	<ul style="list-style-type: none"> • Parent meetings • Progress reports 	

