

Targeted Support Planning Checklist

Classroom:
Coach:

Teacher:

Date of Data Review:

Date of Planning Meeting:

Before Data Review:

- Collect **DECA** or other universal screening data for each child from teacher
- Schedule Data Review meeting with teacher
- Enter **DECA** or other screening information on **Universal Screening Summary**

At Data Review:

- Complete **ESQ** with teacher & transfer responses to **Universal Screening Summary**
- Use **Universal Screening Summary** to identify children who will receive targeted supports
- Provide **SEAM** or sections of the SEAM for teacher to complete on identified children

Before Planning Meeting:

- Assist teacher in completing **SEAM**
- Observe identified children in classroom

At Planning Meeting:

- Use the **SEAM** to complete **Child Strengths & Concerns** with teacher
- Use **Child Strengths & Concerns** to select child goal with teacher
- Complete **Targeted Support Plan** with teacher
- Create or Update **Teacher Action Plan** with teacher
- Schedule next focused observation & debrief

You will need:

- DECA or other Universal Screening Tool*
- Essential Screening Questions (ESQ)*
- Universal Screening Summary*
- SEAM or SEAM sections*
- Child Strengths & Concerns*
- Teacher Action Plan*
- Targeted Support Plan*