

## CICO-SWIS Readiness Checklist

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School: \_\_\_\_\_ Date: \_\_\_\_\_

*School-wide Team coordinates, manages, & evaluates Universal systems of support*

*Individual Student Support Team coordinates, manages, & evaluates Targeted & Intensive systems of support*

<b>CICO-SWIS Requirements</b>	<b>Status</b>	<b>Tasks To Do</b>	<b>Who/ When</b>
1. School has a SWIS Facilitator, a SWIS Account and a signed CICO-SWIS License Agreement.			
2. School is implementing a universal system of support as indicated by SET ( $\geq 80$ ) TIC ( $\geq 80$ ), or BoQ ( $>70$ ) scores.			
3. School has access to a coach and/or trainer for coordinating implementation of CICO procedures			
4. School is implementing CICO with the following features in place: a. Description of program b. CICO Coordinator c. Process for identifying students for CICO d. Process/materials for training adults, students and families			
5. School has a standard Daily Progress Report/ CICO point card with the following information: a. Defined # of check-in periods (up to ten) b. Defined # of expectations/goals (3-5) c. A three point rating scale			
6. A 90 minute Swift at CICO-SWIS training session is scheduled for the CICO-SWIS users (2-3 people) and Coach, conducted by the SWIS Facilitator			
7. CICO-SWIS data entry person and data entry time are defined.			
8. Schedule and assignments for CICO report generation are defined.			
9. The Universal Team and Individual Student Support Teams have scheduled meetings to use the CICO-SWIS data for problem solving and decision making. CICO Coordinator, Coach/SWIS Facilitator are scheduled to work with teams for at least three follow up meetings			