

RIMP

Reading Improvement and Monitoring Plan


Once a student is determined to be reading off-track, a Reading Improvement and Monitoring Plan must be developed within 60 days of the reading diagnostic.

If a student is still off-track after 3rd grade, they will be retained unless they are exempt.

Steps *To develop a RIMP:*

1. Create a **Reading Improvement and Monitoring Plan**.
2. Provide basic information.
3. Fill out assessment results by grade level in section **A1**. The status for the current year's assessment should be **NT**.
 - The assessment name and date send alerts to the SIS.
4. Indicate which component(s) of reading the student requires support for.
5. Additional testing may be needed to determine what support is needed. If further screening is done, provide assessment and result information in section **A2**.
6. In section **B**, add a section for each intervention and provide details. Throughout the plan duration, progress will be tracked in this section.
7. Click **add Program** for each program the student will be in. Select the program and enter start and end dates.
 - The **EMIS at a Glance** print view includes program codes.
8. In section **C**, provide information regarding teacher qualifications.
9. Add additional comments as needed. Leave the on-track date field blank.
10. Fill out the **Statement Pertaining to Retention under the Third Grade Reading Guarantee**.
11. Share the document with the parents, meet to review the plan, and add signatures.
12. Mark the document complete.

Once the RIMP is marked complete, the student will be enrolled in the K-4 Literacy program.

 **Tip** If the student also has an IEP, make sure the IEP and the RIMP align.

Updating the Reading Improvement and Monitoring Plan

The plan should be completed in order to enroll the student in the program, but interventions may need to be updated and progress is meant to be tracked directly in the plan. This means that the plan might need to be updated after completion.

Steps *To update the RIMP:*

1. If changes need to be made to the document, either have a user with admin permissions **incomplete** the document or the owner of the document can create an **amendment**.
2. Update interventions/programs and track progress as needed. If changes are made to the interventions, provide a summary of the changes in **Section B**.
3. If any changes were made to the student's participation, exemptions, or assessment results, the document should be completed again in order for participation tracking to be updated. Otherwise, you may choose to leave the document open.
4. Once the student is determined to be on track, incomplete/amend the document and enter the on-track date in **Section D**.
5. Complete the document.

Annual Reading Improvement and Monitoring Plan

For the duration of the year, the plan can be incompleting/amended as necessary. However, a new plan should be created each year. If the student is still off-track at the beginning of the next year, either create a new **Reading Improvement and Monitoring Plan** or copy from the previous, completed plan and continue monitoring the student with the new plan. This process should repeat until the student is back on track.