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Sample Letter of Commitment to MTSS-B

The purpose of a letter of commitment following the MTSS-B Exploration Phase is to signal the readiness and commitment of district leadership for implementing MTSS-B. By making a public declaration of commitment, the aim is to increase a sense of responsibility and buy-in for successful implementation. The sample below highlights key drivers of high-quality MTSS-B implementation. This document can be reviewed annually to ensure that key implementation drivers are in place.

**Sample Letter of Commitment**

**[SAU or School District name] Letter of Commitment for Implementation of a**

**Multi-tiered System of Supports for Behavioral Health and Wellness**

[SAU or School District name] has recently engaged in the exploration process for NH’s Multi-Tiered System of Supports for Behavioral Health and Wellness (MTSS-B). MTSS-B addresses the social-emotional, behavioral, and mental health needs of students through the implementation of a tiered prevention framework and an integrated behavioral health service delivery system.

In order to explore [SAU or School District]’s readiness, willingness, and need for MTSS-B, we have completed the following steps of the Exploration phase:

1. Establish an Exploration Team
2. Establish a shared understanding of MTSS-B
3. Review risk and protective factor data
4. Assess current district-community partnerships
5. Assess current district behavioral health and wellness initiatives
6. Determine whether to adopt

The purpose of this letter is to affirm [SAU or School District Name]’s decision to adopt MTSS-B. Upon a decision to adopt, SAU or school district administrators are committing to the following key drivers of successful MTSS-B implementation:

1. Identify a district-level lead(s) to serve as an internal MTSS-B coach who will develop expertise in MTSS-B implementation. This person(s) will have district-level decision-making authority to guide implementation of MTSS-B at the district and school levels. They will have access to and meet regularly with an external MTSS-B coach or consultant for ongoing support.
2. Work in collaboration with at least one community mental health agency to develop an integrated behavioral health delivery system.
3. Establish a District-Community Leadership Team comprised of representatives with decision-making authority from the SAU/School District administration, participating schools, community and public service organizations, and youth and families. This team meets monthly.
4. Identify an MTSS-B demonstration school(s), with capacity to operate school-level tiered teams comprised of school administration, teachers, behavioral health staff, and youth and families.

[SAU or School District name] commits to fully engaging in the MTSS-B comprehensive planning process with the goal of achieving a tiered-prevention framework, an integrated behavioral health delivery system, social-emotional wellness for all, and a focus on student outcomes.

Signature of Superintendent Date

Printed Name

SAU or School District