Handout #6

Student Support Team Process Example

* Student Support Team is formed – school leader, grade level teacher, special educator, literacy specialist, behavioral specialist, others based on expertise and need.
* Students needing additional support are identified
* At-risk data criteria are established
* At least 2 methods are used to identify students at risk and needing additional support to ensure early detection and prevention.
  + Universal screener
  + Review existing data
  + Teacher nomination
* Student Support Team reviews and analyzes data along with supporting documents to determine supports the student will need to be successful.
* If the team determines the student is a candidate for more intensive interventions, a member from the Student Support Team will interview the teachers who work directly with the student and collect more pertinent data.
* The Student Support Team will review all the relevant data collected along with information gathered from the student’s teachers to determine the most appropriate and effective evidence- based interventions to use.
* The Student Support Team then develops an Student Plan for implementing the intervention which includes:
* Intervention method/strategy is selected based on data analysis
* Timeframe – when the intervention will take place and for how long
* Progress monitoring information – how the intervention will be monitored to see if student progress is being made
* Students with common problems are brought together for small group interventions.
* Implementation of the Student’s Plan
* Communicate the plan to appropriate stakeholders.
* Intervention coordinator is responsible for the following:
  + Assigning and notifying a facilitator to implement the intervention.
  + Notifying All teachers directly involved with the student .
  + Communicating the plan with the parent or guardian
* Progress Monitoring Procedures
  + Monitor student progress in each intervention
  + Collect and interpret progress monitoring data
  + Maintain, adjust, or fade interventions based on student progress.

Adapted from

Westdorff, K. (n.d.). *Care team process.* https://docs.google.com/document/d/1fuU5Scr1woqlxy0jzxzADjKOAgVyzsW6B7fXOj6rWsc/edit