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| **Building INtervention Team** **Initial Meeting Form** | **All Levels** |

 |
| **Student Name:** |       | **Meeting Date:**  |       |
| **I-Identify the Problem**• Teacher/Parent Reports |  List the Student’s Strengths |       |
|  | List the Student’s Challenges |       |
| **D- Define and Analyze the Problem w/ Data**• School records• Teacher records• State/District assessments• Work samples• Portfolios• Interviews• Curriculum Based Measurement• Observations  | Prioritize Student’s Challenges |       |
|  | Set a Measureable Goal  |       will show improved       as measured by       by      . |
| **E- Explore Intervention Options**• Identify interventions available  | List ALL Intervention Options |
|  |        |
| **A-Act on Plan with Fidelity**• Select Interventions • How will you monitor student progress in the interim?• How will you monitor fidelity?  | Intervention to be Implemented | Frequency | Duration | Progress Monitoring Tool |
|  |       |       |       |       |
|  |       |       |       |       |
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| **L- Look at Results**• Assign a Case Manager to Support Referring Teacher• Case Manager shares action plan with Referring Person, other interested parties, and Parents | Set a Date for Follow-up Meeting |       |
|  | Case Manager |       |
|  | Date Shared with Staff: |       |  Outcome: |       |
|  | Date Shared with Parents: |       | Outcome |       |