**Meadowbrook Elementary**

**RTI Process Tracking Checklist**

RTI Coordinator: Mrs. Liberatore Case Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Teacher: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade: \_\_\_\_\_\_ DOB: \_\_\_\_\_\_\_\_\_\_ FSI # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ESOL: Y N Entry Date: \_\_\_\_\_\_\_\_\_ Level \_\_\_\_\_\_ Grade Level RtI started: \_\_\_\_\_ Rti: R M B

Vision 1: P F Vision 2: P F Hearing 1: P F Hearing 2: P F

**Beginning of the Year:**

\_\_\_\_\_\_ Collect BOY data ( Prior year data, BAS, AR, STAR, etc.)

\_\_\_\_\_\_ Create RtI Referral in BASIS

\_\_\_\_\_\_ Schedule consult with Mrs. Liberatore or Mr. Millar Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Areas of Concern: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Tier 2 Implementation:** Beginning Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ Intervention Being Used: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_ Create 3 Tier 1 Interventions in BASIS

\_\_\_\_\_ Create Tier 2 Intervention Record in BASIS

\_\_\_\_\_ Collect data and create 2 graphs that will be updated weekly. One graph is based on the intervention and the second graph must compare the student to their class.

\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ Parent Conference: RtI must be explained in conference and documented in the comment area. Ex. Student is beginning tier 2 interventions for reading as part of the RtI process. A copy of the Parent Conference must be kept in this folder.

\_\_\_\_\_ Teacher Observation: Copy of observation must be kept in RtI folder.

\_\_\_\_\_ After approximately 6 weeks, the case manager and teacher must review data. CASE MANAGERS must email Mrs. Liberatore to schedule an RtI meeting.

**Tier 3 Implementation :**

\_\_\_\_\_ Create Tier 3 Intervention Record in BASIS

\_\_\_\_\_ Collect data and create 2 graphs that will be updated weekly. One graph is based on the intervention and the second graph must compare the student to their class.

**RtI Meeting # 1 :**

Bring UPDATED Graphs

Outcomes:

\_\_\_\_\_\_\_ Continue Tier 2 if successful

\_\_\_\_\_\_\_ Change Tier 2 Intervention New Intervention: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_ Move to Tier 3

Areas of Concern: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**RtI Meeting #2 :**

Bring UPDATED GRAPHS

Ouctomes:

\_\_\_\_\_\_\_ Continue Tier 3 if successful

\_\_\_\_\_\_\_ Change Tier 3 Intervention New Intervention: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_ Move on to Evaluation

**Preparing for Evaluation:**

\_\_\_\_\_\_\_ Second Observation

\_\_\_\_\_\_\_ Parent Conference # 2

\_\_\_\_\_\_\_ Updated Graphs

RTI FOLDER TO Ms. Nunez: Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Delivered By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**NOTES:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_