

Student Success Team

Meeting Agenda

Review Teacher Concerns (5 minutes)

- Review information from the referral form and packet.
- Provide time for teacher to state major referral concerns.

State and Set Target Goal (5 minutes)

- Define the top 1-2 teacher concerns in easily observable, measurable terms.
- Goals should be observable, measurable, and realistic.

Design the Intervention Plan (15 minutes)

- Team members brainstorm interventions that match the goal.
- Teacher selects best manageable intervention for the student.
- Determine ways to progress monitor.

Review the Intervention Plan (5 minutes)

- Make sure all parties understand the plan.
- Set follow-up meeting date.
- Recorder will document important information from meeting.

**Every day focus on your
purpose. Remember why
you do what you do. We
don't get burned out
because of what we do.
We get burned out
because we forget why
we do it.**

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