

PST Information

Identify students in need of intervention (Tier II and Tier III) based on cut scores, grades, attendance, behavior data. **Any student who fails reading and/or math for the quarter MUST be referred for PST. Students on PST for behavior must be put in Review 360.**

Needed for referral:

- Referral sheet typed and emailed to me completed with all of the information.
- STAR Instructional Planning Report (identifying specific needs) . I need a copy for documentation.
- Please put reading and math information down even if referring for one content area or behavior. We need an overall picture.

In Between Meetings:

- Send initial parent notification letter as soon as PST committee has met. I will need a copy.
- Implement and document research-based interventions/instructions.
- Progress monitor utilizing STAR every 3-4 weeks and generate STAR Progress Monitoring reports
- Notify parents of progress mid-quarter and with report card (letter). I need a copy.

Need to bring to meetings

- PST notebook
- current grades and/or end of quarter and new eqt grades
- copies of parent letters, STAR reports- **progress monitoring with the graph**. Need SS and GE
- Number of absences and tardies
- copy of Review 360 report (for Behavior PST)
- copies of work samples brought to each meeting. A total of 5 samples are needed if a student is referred for testing, so if you bring 2 work samples each meeting, we will have enough.
- Work samples need to include reading, math and writing (can be written response answers, journal writing, etc). Bring samples that shows student's thinking. Don't just bring multiple choice items. If you bring a multiple choice answer document, bring the test too.

Needed from teacher for referral for testing: (bold type is what the teacher is responsible for)

- vision and hearing – Sims will email the nurse for this
- **at least 5 work samples or reading and math (include writing on them)**
- **print out of progress monitoring graph from STAR with at least 4 check points**
- **Document of Appropriate Instruction form completed**
- Required Information for SPE Education Referrals checklist completed
- transcripts and current report card-
- profile of student (parents, residence, phone number, etc)- Sims will get
- BASC observation form- S