

Corinth District

Purpose of TST/Rtl Forms

TTS1 – Teacher Support Team Checklist: To be used by TST Chair at time of referral to SpEd to ensure all required information is included in the Student Folder. This form should be included in the Student Folder for the convenience of persons reviewing folder.

TST2 – Access Record for Student Folder: To meet the requirements of NCLB and IDEA regarding confidentiality of student information.

TST3 – Statement of Confidentiality: To meet the requirements of NCLB and IDEA regarding confidentiality of student information. This form also serves as a reminder to staff that “what happens in TST meeting, stays in TST meeting.” Very personal information is shared in these meetings and should never be discussed outside this setting.

TST4 – Parent Contact Log: A quick and easy way to document parental contact which is an important component of the Response to Intervention (Rtl) process – this is also an easy method for teachers to document the parental contact required for Title I schools by Title I legislation.

TST5 – Narrative Student Overview and Tiers Summary: This form should be completed at the time of the student’s referral to SpEd – I find this a very succinct way to highlight important facts/events and to summarize what is in the student’s folder.

TST6 – Student Data Form: MDE form required at time of student referral to TST.

TST7 – Hearing/Vision Screening Results: The student’s hearing and vision ideally should be screened early in the Response to Intervention (Rtl) process to rule out these as causes of the student’s academic difficulties – the screenings MUST be completed prior to referral to the TST and initiating Tier III interventions.

Form letter is included that may be used to notify parents of screening failure.

TST8 – Parent Invitation to Attend Teacher Support Team (TST) Meeting: Form letter that may be used to notify parents and invite them to the TST meeting – this form is optional as you may want to use your own individually developed letter/form.

TST9 – Social/Emotional Issues Worksheet: MDE form – please be reminded that if teachers list social or emotional issues that negatively impact academic performance, these issues must be addressed before referral to SpEd may occur.

TST10- Learning Styles (optional): While this form is optional, it does serve to notify the TST (and SpEd if referral is required) that the student’s style/method of learning has been considered by the teacher and instruction has been appropriate for the student. I am currently working on a form that may be used by 5-12. (If you already have a form, or list of behaviors), please provide me with a copy).