



RCSD RTI Process T2

If a student is experiencing academic or behavioral difficulty in the classroom the teacher will begin T1 upgrades. If after 4 weeks of T1 upgrades adequate progress has not been made, follow the steps below:

Moving a Student to T2 Interventions:

- ☐ Teacher/Counselor will notify the speech pathologist to conduct a hearing/vision screening.
- ☐ Teacher/Counselor will complete T2 Referral Form. (Optional for MS/HS)
- ☐ Teacher/Counselor will contact parent (conference, phone, or email) about beginning (or continuing@ the beginning of the year) T2 interventions and send home Parent Notice of T2 Services letter.
- ☐ Teacher/Counselor creates a T2 intervention plan. This plan is documented on the T2 Documentation Plan. Be sure that universal screening data is analyzed when pinpointing skills in need of remediation.
- ☐ Teacher/Counselor will give the interventionist/counselor the T2 Referral Form, and a copy of the T2 Documentation Plan. This is to alert the interventionist/counselor that a student has moved from T1 to T2. The interventionist will create a file for this student.
- ☐ Teacher/Counselor will indicate in PowerSchool that the student has started T2 interventions.
- ☐ Teacher/Counselor begins T2 interventions.

T2 meetings need to occur every 4 weeks after implementation. If T2 services continue, keep meeting every 4 weeks to review data. Teachers are responsible for scheduling these meetings, alerting the administration of when these meetings will occur and turning in the T2 Meeting Summary Forms to the interventionist/counselor after each 4-week meeting. These meetings can take place during grade level meetings. If you are a middle or high school, you can meet in department meetings or you can document progress through a Google Doc system set up by your interventionist/counselor.

Note: If administration requires that the interventionist attend T2 meetings, the meetings do NOT need to take place during regularly scheduled T3 intervention instruction.
- ☐ Teacher/Counselor must progress monitor a minimum of twice a month and graph on the Progress Monitoring Graph form OR provide a copy of the built in progress-monitoring tool from your intervention. (However, if you are using a program like LLI, you should use the progress monitoring as the program states, which means you will have more data points than just twice a month.)
- ☐ Teacher/Counselor will send home a quarterly T2 progress report.

*Note: Counselors assume interventionist responsibilities at middle and high school levels with no interventionist.