\_\_\_\_\_\_\_\_\_\_\_ Elementary School

Parent Notification of Initial TST Meeting

 Student:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dear Parent/Guardian:

As part of district and state-wide efforts to meet individual student needs and improve student achievement, Rankin County School District works to consistently track your student’s progress toward grade level goals, both academically and behaviorally. Interventions (extra support) will be provided as needed to all students who did not meet expected levels of achievement in reading, writing, math, and/or behavior. This system is called Response to Intervention (RTI) or the tier process.

☐Your child has been receiving T2 interventions and has not made adequate progress.

The Teacher Support Team (TST) would like to invite you to a meeting regarding your child’s progress in school. A move to more intensive interventions may be needed at this time.

☐Your child has been receiving T3 interventions and we need to examine data to determine if progress is being made.

Tier 3 interventions occur more regularly by the school interventionist with the guidance of the TST. Your child will be in this tier 8-16 weeks before final progress is determined and further support is provided, if needed. If after 16 weeks of intensive interventions adequate progress is not being made, a referral to the Multi-Disciplinary Evaluation Team (MET) may occur.

Our goal for providing these services is to increase the likelihood that your child will be successful in meeting the Mississippi grade level expectations and requirements. If you have any questions, please contact your child’s classroom teacher or interventionist.

We welcome and desire your participation in the decision making progress through your attendance. Your meeting may be held at your child’s school or by a zoom session. If your meeting is held via zoom we will provide you with a zoom link.

 **If you** **are unable to attend the TST meeting on the sheduled day and time**, you may set up a phone conference or zoom session with your child’s teacher to review the meeting summary.

**A meeting is scheduled at your school or a zoom session for**:

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sincerely,

***Your name here***

Your name, Interventionist

Your email

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**Please complete and return to your child’s teacher.**

Student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade: \_\_\_\_\_\_ Teacher(s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_ I will attend the TST meeting.

\_\_\_\_\_ I will not be able to attend the TST meeting ….

 \_\_\_\_\_\_\_\_ send meeting summary \_\_\_\_\_\_\_ set up a conference with teacher

***Parent signature***: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_