



SST PROCESS FLOW CHART

CONCERN BROUGHT BY PARENT/TEACHER-
(TEACHER TO BEGIN FILLING OUT REFERRAL FORM)



PRE-SST ACTIONS-
 1. CONSULT WITH PREVIOUS YEAR'S TEACHER
 2. CONSULT CUMULATIVE RECORD
 3. ADDRESS CONCERN WITH PARENT (MULTIPLE OCCASIONS)



REGULAR CLASSROOM TEACHER INTERVENTIONS
(LOG- PAGE 3 OF REFERRAL. SEE P.R.I.M. FOR IDEAS.)



INFORMATION GATHERING/ MEETING PREPARATION

TIME FRAME= 3-6 WEEKS

ASSISTANT PRINCIPAL	TRACK CHAIR	REFERRING TEACHER	OTHER AD HOC MEMBERS
-LOGS REFERRAL -SCHEDULES SST MEETING -ENSURES THAT AN ADMINISTRATOR WILL ATTEND	-INFORMS STAFF MEMBERS OF MEETING -PREPARES PARENT NOTIFICATION OF MEETING/ PARENT BROCHURE	-COLLECTS PERTINENT DATA FOR MEETING (OCR AND MATH QUARTERLY ASSESSMENTS, E.L. MONITORING ROSTER, CST SCORES) -ENSURES THAT PARENT WILL ATTEND OR ASKS TRACK CHAIR FOR A RESCHEDULE	-OBSERVE STUDENT (AS REQUESTED) -REVIEW RECORDS -COMPLETE HEALTH SCREENING (IF REQUESTED FOR INITIAL SST)



SST MEETING
 1. REVIEW STUDENT DATA
 2. DEFINE/PRIORITIZE CONCERNS
 3. REVIEW INTERVENTIONS PREVIOUSLY ATTEMPTED
 4. PLAN ADDITIONAL INTERVENTION STRATEGIES



ADDITIONAL SST MEETINGS
 1. MONITOR RESULTS OF INTERVENTIONS
 2. DO ONGOING PLANNING TO MEET STUDENT NEEDS



TEACHER CONTINUES INTERVENTION STRATEGIES

ARE INTERVENTIONS SUCCESSFUL?

SST MAY REFER FOR FORMAL SPECIAL EDUCATION ASSESSMENT IF CRITERIA AND SAFEGUARDS ARE MET

3-6 WEEKS BETWEEN SST MEETINGS