

# I-Team Process

## Grades 6-12

### I-Team Members

- Referring Teacher
- Guidance Counselor (data collection)
- Parent
- Administrator
- Others (Reading Specialist, Intervention Specialist, Literacy Coach)

### Identifying the At-Risk Population

- Grades 6-12 non-proficient students on TCAP or secondary testing.

### Process

- During the first 4 weeks of school provide regular classroom instruction.
- Initial I-Team Meeting:
  - The initial meeting should take place after students have been identified. Referring teacher should complete the Intervention Team Referral Form.
  - Review data with all personnel in attendance
  - Answer questions
  - Get permission for vision/hearing screenings and tests (see permission form) if last screening was over 1 year.
  - Brainstorm interventions (interventions must be research-validated)
- During the third week of school the reading specialist will be asked to complete a screening on each child that has been identified as At-Risk in the area of literacy.
- Week 4 – Classroom Interventions begin
  - **Suggested Academic Interventions** (<http://jc-schools.net/intervention/academicl-interventions.doc>)
  - **Suggested Behavioral Interventions** (<http://jc-schools.net/intervention/behavioral-interventions.doc>)
- Weeks 4-9 Classroom Interventions continue
- Week 9 – If student has shown no adequate progress convene a second I-Team meeting (see list of members above) will convene for the purposes of eligibility testing. In addition to these members, a special education teacher must also be present. The following data should be available at this meeting:
  - Classroom assignments
  - Classroom tests
  - Reading specialist screening report
  - Math screening if needed
  - TCAP data (if available)
  - Intervention data
  - K-TEA if needed (counselor)
  - K-BIT if needed (counselor)
- **Special Education Referral Process**
  - 40 day turn around from date on parent permission form.
  - Data collected (*but not limited to*) within the 40 day window:
    - IQ Test
    - Behavior checklist
    - Parent survey
    - Achievement test