

RTI – Meeting Minutes

September 6, 2016

Meeting Time Scheduled: 3:45-4:15
Call to Order - 3:53pm

Attendance:

Lead – Battle	Present
Primary Lead – Milton	Present
Intermediate – Granger	Present
School Counselor – Tardif	Present
Admin - Mondy	Present

Number	Agenda Item	Notes – Response
1.	Meeting Focus	Expectations in RTI Role in helping other teachers
2.	Established purpose.	<ol style="list-style-type: none"> 1. Our team is here to help our teachers with data expectations. 2. We are here to support completing data for the MRT team and documentation for how we our assisting our students who are struggling. 3. Teachers are RESPONSIBLE FOR COMPLETING THE DATA. 4. Ms. Battle will put the packet together with Mrs. Tardif assistance when needed.
3.	What does RTI do?	Perform Response to Intervention - Lacks academic progress or behavior challenges (RTI - tracking purposes) . . . One or the other
4.	RTI Objective	Objective: Admissions to Duval County needs to see to say request is valid (services or disabilities)
5.	Consistency in Observations	Observations from 2 different people - not general-ed (post and pre obs that is recommended) **Ms. Jones, Bajwa, (familiar with the student)
6.	Items Needed for Observation	<p>Update i-Ready data Tier 1 - 1st documentation Lesson Plans Needed showing CHANGED: data showing student struggled statewide . . . **Fuller – contact**</p> <p>RTI - Tier 2 breakdown of the group and activity to boost that area of concern; incorporate more often than the weekly rotations (4-6 students in one group) at least 3 times a week. When they meet they have to meet at least 30 minutes . . . With bi-weekly assessment. SG write exactly what they are doing and the assessment . . . Curriculum ??? Is it set up to assess bi-weekly.</p> <p>Tier 3 - More Intense - breakdown to no more than 3 with target subject the same and increase to 4-5 times a week in 15 minute increments.</p>
7.	Data	If the student is not Battles target area then her data would not be included. **In some cases Mrs. Battles data will be included.

8.	Recommendations	Provide sample of prior student in the next Faculty Meeting - Ms. Mondy recommended.
9.	Action Items	<p>Battle: Send standing meeting invite. Will provide the packet for the team to review.</p> <p>Mondy: Will send text rendering protocol for the article.</p> <p>Team: Review packet and respond to the article with the text rendering protocol (use in response to the article).</p> <p>Granger: Send meeting notes within 24 hours. Following Wednesday during planning.</p>
10.	Next Meeting and Meeting Schedule	<p>Meeting Date: 2x a month every other Tuesday 9/13 and every other week 3:45-4:30pm</p> <p><u>Next Meeting Goal</u>- look at CUM folder</p>