



# NORTHWEST PUBLIC SCHOOLS

Lockwood 1R Cedar Hollow Chapman St. Libory Northwest

## **Middle / High School Decision Making Guidelines - Intervention**

Through great direct / diversified initial instruction, 80% of all students should be passing with a 70% or better in each course. If this goal is not being met, there should be reteaching done with the entire class. It is suggested that a conversation take place with the teacher's PLC, a colleague or an administrator to discuss areas of concern with respect to reteaching.

### **If students are at a 69% or below in a course the following guidelines are to be followed:**

1. A student **MUST** be placed on the intervention list. If the student does not attend intervention or does come in but does not work on anything, the following should take place...
  - a. Appropriate documentation on the intervention list must take place (Ex. did not show up, present but refused to work, etc.)
  - b. Contact with parent / guardian **MUST** be made when the student is not using intervention appropriately. (This can be an e-mail.) If the student continues to not use intervention appropriately, a phone call or meeting in person **MUST** be made with the parent / guardian. Document these attempts / contacts in log entries of PowerSchool so we have a record of your attempts of contact.
  - c. If the student continues to inappropriately use intervention after a parent phone call / meet in person takes place, the Rtl team **MUST** be contacted.
2. If a student is failing multiple classes, the following will be used as priority for determining placement for intervention. (Core classes / required classes in order to graduate come before general elective classes)
  - a. Specifically this order is to be used for core classes (1. English 2. Math 3. Science 4. Social Studies 5. Health)
3. Grades must be updated **weekly**. There should be some form of assessment given on a weekly basis. (Ex. - large projects broken up, common formative, etc.)
4. Any assignments / tests which are not completed, should have **MISSING** entered for those grades. After two days, a 0% may be entered. A grade of 0% for a test / assessment may not remain in PowerSchool. The student **MUST** take the test / assessment with the teacher who assigned it.

Students who attend intervention on a weekly basis (and give effort) but do not move off of the intervention list, **SHOULD** be referred to the Rtl team. If the student is on an IEP, there should be communication with the SPED case manager.

Throughout every quarter, there will be periodic checks made by the Rtl team. This will involve reviewing the intervention list compared to the failure list.