



School Name _____

RTI² Data Team Meeting Minutes

Date: _____ Start Time: _____ Grade level(s) Discussed: _____

RTI² Data Team Meeting Participants Signature(s)/Title:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Summary of Items Discussed

Agenda:

1. Number of students assigned to RTI²
How many T2? How many T3?
2. Progress Monitoring Percentage as of _____.
3. Review student PM data and determine if plans are to be continued, modified, discontinued, etc.
4. Update Plans/Complete CSRS
5. Tally the number of students who moved up an instructional level, moved up to the next skill area in the progression of skills, or exited RTI² Intervention due to meeting grade level expectations. Record in the table below. (Remove the grade level columns unnecessary for your school)

Progress Made	Number of Students													Total
	K	1 st	2 nd	3 rd	4 th	5 th	6 th	7 th	8 th	9 th	10 th	11 th	12 th	
Moved up an instructional level														
Moved up to the next skill area														
Exited RTI ² Intervention (Due to meeting grade level expectations)														



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Modified July 2021