

School Student Data Review Team Meeting Minutes

Department of Defense Education Activity

Student _____ Grade _____ Date _____

Does student attend school regularly? Yes No Special programs? Yes No
 If yes, list programs:

What data were reviewed?

1. Data of concern:

Academic: list subject, score, and class mean, median, and expected growth.

Behavior: Skip to #3

2. Proposed academic area of difficulty, skills deficit, and reason(s).

<u>Reading</u> <ul style="list-style-type: none"> • Phonics • Fluency • Vocabulary • Comprehension 	<u>Math</u> <ul style="list-style-type: none"> • Calculation • Math reasoning • Problem solving • Other: _____ 	<u>Written Expression</u> <ul style="list-style-type: none"> • Spelling • Fluency • Capitalization • Punctuation • Organization
<u>Speech & Language</u> <ul style="list-style-type: none"> • Articulation • Oral expression • Listening • Fluency • Other: _____ 	<u>Motivation</u> <ul style="list-style-type: none"> • Can't do/Won't do 	<u>Reason:</u> <ul style="list-style-type: none"> • Acquisition • Proficiency: Accuracy • <u>Proficiency:</u> Speed • <u>Generalization</u>

3. Behavior data:

Complete only if student behavior is a concern. Describe behaviors of concern and include, as appropriate, how often the behavior is observed, where it happens, how long it lasts, how intense it is, and the impact on the student and/or the class.

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<u>Behavior problem</u>	<u>Proposed Function</u>	<u>Reason</u>
<ul style="list-style-type: none"> • Excess • Deficit --- • Frequency • Duration • Intensity 	<ul style="list-style-type: none"> • Escape/Avoid • Revenge • Helplessness • Power • <u>Attention</u> • <u>Other:</u> _____ 	<ul style="list-style-type: none"> • Classwide • Acquisition • <u>Proficiency:</u> Gains something • <u>Proficiency:</u> Escapes/avoids something • <u>Generalization</u>

4. Summary of discussion:

Check boxes to indicate domain was discussed. Then, summarize only the most pertinent information.

DOMAINS:

- Family
- Social
- Classroom
- Physical/Nutrition
- Adaptive/Self-help

5. Differentiation and interventions used include:

Student level	Instructional level	Logistical level	Curricular/ Program level
<ul style="list-style-type: none"> • Add incentives • Increase opportunities for success and praise • Increase active engagement • Charts own progress • Increase student responsibility/ ownership • Preferential seating • Highlighting • Timers • Shorten assignments 	<ul style="list-style-type: none"> • Skill grouping • Change pace • Change response opportunities • Student skill level matches instruction • Peer support • Visual cues • Vary output (i.e. verbal versus written or typed) • Reteaching 	<ul style="list-style-type: none"> • Adjust instructional group size • Adjust instructional time • Change instructional materials • Different instructor • Change time of day • Allow for frequent breaks • Change physical environment • Assign student positions of esteem 	<ul style="list-style-type: none"> • Instructional fidelity • Counseling or socio-emotional programs • READ 180 • ESL • Computer-based programs

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	• Manipulatives/hands-on		
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Description differentiation and interventions used:

6. Choose interventions, frequency/intensity, length of time, progress monitoring tool, and goal.

Interventions include uperventions and extension.

<p>Intervention 1 (include citation from intervention menu): Is this enrichment or an upervention? YES NO</p> <hr/> <hr/> <p>Frequency (# days per week): _____</p> <p>Intensity (# minutes per week): _____</p> <p>Duration (# weeks): _____</p> <p>Who is responsible? _____</p> <p>Measureable Goal: _____</p> <p>Who will take progress monitoring data and with what assessment tool? _____ _____</p>	<p>Intervention 2 (include citation from intervention menu): Is this enrichment or an upervention? YES NO</p> <hr/> <hr/> <p>Frequency (# days per week): _____</p> <p>Intensity (# minutes per week): _____</p> <p>Duration (# weeks): _____</p> <p>Who is responsible? _____</p> <p>Measureable Goal: _____</p> <p>Who will take progress monitoring data and with what assessment tool? _____ _____</p>
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7. Additional information:

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Target date to meet based on intervention timeline: NLT _____

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