FLOWCHART A Guide to Intervention and Referral Services (I&RS) through Response to Intervention (RTI)

**START HERE**

Per criteria in Framework, student does not meet benchmark on universal screeners.

**RtI Tier 2**
Student qualifies for Tier 2 Support per criteria. Classroom teacher contacts parent(s) to inform them that she/he will be providing interventions for the student. Initiate Tier 2 Intervention Plan. Notify Principal of Tier 2 Status & send T2 Plan to Principal for approval. Principal makes a notation in Genesis. Classroom teacher progress monitors every 3 weeks.

- At end of the Cycle, based on PM data
  - Move to Tier 1
  - Continue w/ RTI Tier 2
  - Move to RTI Tier 3

**Note:** Update Principal of changes in Tier status, who will make a notation in Genesis and send update letters to parents/guardians.

**RtI Tier 3**
Student qualifies for Tier 3 Support per criteria. After conferring with the CS Teacher & sharing T2 Plans (if applicable), the principal sends letter to notify the parents of Tier 3 status & makes a notation in Genesis. CS Teacher contacts parents/guardians to introduce themselves and share work they will do with student. CS Teacher initiates Tier 3 Plan and progress monitors every 3 weeks.

- At end of the Cycle, based on PM data
  - Move to Tier 1
  - Move to RTI Tier 2
  - Continue w/ RTI Tier 3

**Note:** Update Principal of changes in Tier status, who will make a notation in Genesis and send update letters to parents/guardians.

If the student does not make adequate progress, request support from the I&RS Committee.

**Related Services**
(OT, PT, Speech):
Fill out the request support form for I&RS Committee to initiate evaluation & services.

If the teacher has a concern at any point, request support from the I&RS Committee to determine next steps.

If there is evidence that a case should go immediately to CST, the I&RS Committee notifies the Director of Pupil Services in writing.

**NOTE:** The classroom teacher MUST notify parents via call or virtual meeting that they are seeking support from the I&RS Committee and be invited to attend the meeting.

**Links to Resources:**
- MPS: A Guide to I&RS Through RtI
- RtI Intervention Calendar for 2022-2023
- Criteria for RtI
- Tier 2/3 Intervention Plan
- Intervention Lesson Plan Template
- Request I&RS Support (see Note re: parents)
- CST Referral Form

A special thank you to Grace Ko and Stacy Panila for creating this flowchart.