ACUSD Secondary MTSS Process for Academic, Behavior and Social-Emotional Support

Referral to MTSS

- Completed by classroom teacher for academic, behavioral and social/emotional needs
  - Prior interventions should be attempted and documented in Aeries (Interventions tab)
  - MTSS Coordinator routinely identifies additional students using grade report, attendance, and discipline referral data

MTSS Intervention (Phase 1)

- Coordinator conducts intake meeting with student
  - MTSS Coordinator completes Intake Meeting portion of the packet and shares goals with student’s support team
  - Intake meeting notes documented in Aeries (Interventions tab > Intervention Details)
  - Goals and Timeline established and documented in Aeries (Interventions tab > Goals)
- Coordinator conducts 6 Week Check-in cycle with student
  - Progress logged in packet and documented in Aeries (Interventions tab > Progress Comments)
  - Coordinator adjusts frequency of meetings based on progress
  - Coordinator determines next steps based on overall improvement
    - Exceeding/Improving: Release student and monitor periodically
    - Some progress: Begin new monitoring cycle
    - No improvement: Schedule SST #1

SST #1

- Coordinator completes SST #1 Preparation Meeting in packet
- SST team conducts pre-meeting to review concerns, attempted interventions, and available accommodations
  - Coordinator documents pre-meeting in Aeries (Interventions tab > Meetings)
- Coordinator facilitates full SST meeting with student support team.
- Meeting notes are documented in packet and logged in Aeries (Interventions tab > Meetings)

MTSS Intervention (Phase 2)

- Coordinator conducts data review meeting with student
  - Meeting logged in Aeries (Interventions tab > Meetings)
  - Goals and Timeline established and documented in Aeries (Interventions tab > Goals)
- Coordinator conducts 6 Week Check-in cycle with student
  - Progress logged in packet and documented in Aeries (Interventions tab > Progress Comments)
  - Coordinator adjusts frequency of meetings based on progress
  - Coordinator determines next steps based on overall improvement
    - Exceeding/Improving: Release student and monitor periodically
    - Limited progress/No improvement: Schedule SST #2
SST #2

- Coordinator completes SST #2 Preparation Meeting in packet
- Coordinator/admin review and determine additional meeting participants (ex: school psychologist, Ed Options, Nexus, Probation, etc.)
- SST team conducts pre-meeting to review concerns, attempted interventions, and available accommodations
  - Coordinator documents pre-meeting in Aeries (Interventions tab > Meetings)
- Coordinator facilitates full SST meeting with student support team.
- Tier 3 interventions/recommendations are agreed upon by team.
  - Referrals for SPED testing, counseling, alternative placement, etc. are completed.
- Meeting notes are documented in packet and logged in Aeries (Interventions tab > Meetings).