

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

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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).