HUNTINGTON UNION FREE SCHOOL DISTRICT



Response to Intervention

Resource Manual

Introduction to RtI

Response to Intervention (RtI) is an organized way to provide intervention resources efficiently. It allows schools to provide high quality instruction and interventions that are matched to the needs of each student. RtI allows educators to provide more intensive, individualized support to struggling learners. It is a diagnostic system that provides evidence for any learning delays or disabilities if students are not progressing with their peers. This includes frequent progress monitoring and application of student data. RtI uses a systematic approach that applies strategies and targeted instruction.

Federal Basis

According to the Individuals with Disabilities Education Improvement Act of 2004 (IDEA), schools are authorized to use scientific, research-based intervention methods in order to determine a student's eligibility for special education services.

RtI is considered one of these methods. It is a scientific, research-based intervention system. It provides a framework for identifying and matching best instructional practices to individual student needs.

This works in tandem with the No Child Left Behind Act of 2001 (NCLB). If a child consistently fails to progress academically despite research based classroom interventions, the child can become federally eligible for special education services.

State Basis

By July 1, 2012, every school district in New York State must have an RtI process implemented for Kindergarten through Grade 4 in reading.

RtI is one of NYS's criteria for determining whether a student has a learning disability and is thereby, eligible for special education services. A student's underachievement must not be due to:

- Limited English proficiency
- Lack of appropriate reading instruction
- Lack of appropriate math instruction

RtI data can be used to determine student's disability and help educators pinpoint how students can overcome learning difficulties.

RtI Vision Statement

RtI is the school district's model to improve systems of support for struggling learners. It is the school's initiative to ensure that all general education students are receiving the most effective academic instruction and behavioral interventions.

Benefits of RtI

This is a means to help quickly and reliably identify the learning difficulties that can put students at risk for educational failure. RtI can improve communication between school and home by sharing researched based data so teachers and parents can confer and collaborate on a frequent basis about a student's progress.

RtI Essential Components

- Early identification of individual student needs
- Research-based, scientifically validated instruction methods, and interventions
- Screening, diagnostics, and progress monitoring in order to inform instruction and intervene when necessary.

Every RtI program must contain the following

- An assessment plan that is comprehensive
- Resources that are organized into tiers
- High quality professional development
- Data collected to be used for the purpose of documentation and evaluation

Parent Involvement in RtI

Involving parents at all phases is a key aspect of a successful RtI process (Appendix A). Parent support of their child's education increases the likelihood of success. A summary of home-school collaboration research lists the demonstrated benefits of these partnerships for not only students, but for teachers and parents (Esler, Godber & Christenson, 2002).

Schools should provide parents with written information about its RtI program and be prepared to answer questions about the RtI processes (Appendix B). When parents are made aware of the whole process and then are notified that their child is in need of intervention, they understand this means extra help for their child. It is highly recommended that parents be notified about the need for Tier 2 and/or Tier 3 interventions (Appendix C&D). A formal parent notification letter of student's inclusion in Tier 2 or 3 intervention programs should be made, and in fact, the parent should be considered for inclusion during the problem solving process. A Student RtI Team conference is held as a student's involvement in RtI increases. Decisions related to tier placement or the nature of individual progress monitoring will be made by the "Team." At the Team meeting, the teacher providing the intervention shares on-going progress monitoring information. The parent can be instrumental in intervention planning as a team member.

Because RtI is a method of delivering the general education curriculum for all students, written consent is not required before administering universal screening, CBMs, and targeted diagnostic assessments within a multitiered RtI system when these tools are used to determine instructional need. However, when a student fails to respond to increasingly intensive Tier 2 and Tier 3 interventions and the decision is made to evaluate a student for special education eligibility, written consent must be obtained in accordance with special education procedures.

Academic Multi-Tier Model

<u>Response to Intervention</u> <u>TIER Descriptions</u>

Tier I

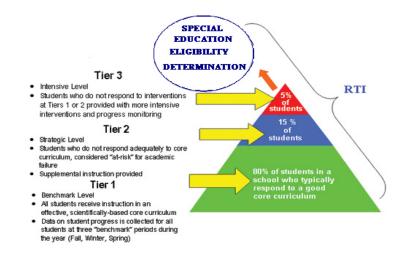
General education setting: Teachers deliver instruction to all students. For those students scoring in the *low-average* range (25th - 49th percentile), teachers should immediately begin documenting and using evidence based strategies in the classroom to support these students. This would typically consist of small group re-teaching, additional drills in math or reading fluency and/or comprehension skills.

Tier II

If a student fails to progress with *Tier 1 interventions* in place, a student will be moved to Tier II interventions. Interventions are more individualized, focusing on the individual needs of a struggling learner. This is more intensive instruction in a small group setting inside or outside the classroom, generally two to three times per week for students that fall within the 11th - 24th percentile. Classroom teacher progress monitors students' biweekly using grade level target. Quarterly meetings are set up with the SBIT to review student progress.

Tier III

Most intensive academic support: This is for students with chronic and severe academic delays. This is intensive instruction in a small group setting outside the classroom, generally four to five times per week, for students that fall within the 0 - 10^{th} percentile. Baseline data is collected by the pull-out provider using survey level assessments to determine where student is functioning at 25% or higher. Classroom teacher progress monitors students weekly at the grade level *above* the student's functioning level. Meetings are set up with the SBIT after six-eight data points are collected to review student progress.



District Wide RtI Forms

- IST Referral Form- Primary
- IST Referral Form- Intermediate
- RtI Parent Notification Form- English
- RtI Parent Notification Form- Spanish
- IST Tracking Sheet
- RtI Exit Letter- English/Spanish

Huntington Union Free School District Initial IST Referral Form - Primary

Student:	School:			Grade:
Teacher:	DOB:			Date:
Current Supports: Math	Reading	Speech	ENL	Mental Health

Assessment of Academic Skills: (A - Average, BA - Below Average, WBA - Well Below Average)

Reading	Mathematics	<u>Writing</u>
Phonemic Awareness	Word Problems/Vocab.	Generates sentences
Phonics	Computation	Development of ideas
LNF/LSF Fluency	Memory of Facts	Organization
Oral Reading Fluency	Understanding Concepts	Punctuation
Vocabulary	Problem Solving	Grammar
Comprehension	Number Sense	Legibility/Spacing

Please describe in detail any areas below average and well below average:

Behavior(s) of Concern (check those that you feel apply and describe): Behavior: Describe:

Listening		
Following directions		
Participation in small groups		
Participation in large groups		
Task Completion		
Social Skills		
Current Student Data : (Attach Historic Literacy Measures :	al and Progress Monitoring gra	aphs)
LNF: LSF:	R-CBM:	Maze:
Guided Reading Level:		
Progress Monitoring Frequency: Weekly	:Bi-Weekly:	Grade Level:
Math Measures:		
NIM: M-Comp:	<u>*</u> M-Cap:	OCM
QD MM		
Progress Monitoring Frequency: Weekly	: Bi-Weekly	Grade Level:

Student's Strengths:

Parent Contact History:

Date	Form of Contact	Description

Educational History

Is absenteeism or lateness a problem? Yes No If yes, number of absences
Has the student attended other schools? Yes No If yes, list school(s) and grade level(s)
Has the student been referred to the IST before? Yes No If yes, list date
Was the student previously in DL? Yes No Is the student currently in DL? Yes No
Does the student have a 504 plan? Yes No
Notable Health Concerns?

For Students Whom Language is Other than English

How long has the student been	going to school in the	USA?		
ENL Level:	Dominant Language:			
Has there been a gap in the stu	dent education? Yes	_No	_ If yes, for how long?	

On the following page, please check all Tier I interventions along with how long the intervention has been in place & describe the outcomes.

Pacing:	Materials:
Extended Time Break Offered (frequency/activity)	Assistance in note taking/HW
Environment: Preferential Seating Alternative Seating Reduce distraction Presentation of Material: Multiple teaching styles (Auditory, Visual, Tactile, Kinesthetic) Small group instruction (content area) Directions read and simplified	 Use of laminated materials Use of calculator/ Flash Cards Use of graphic organizers Use of line tracker Use of Math Reference Charts Study Guides
Use of manipulatives	Assignments: Steps provided/Chunking
Pre-Teach concepts High Frequency Word List	Checklist provided Differentiated reading level
Oral cues/prompts	Modified assignments/homework
	Reinforcement & Follow Through:
	Check for understanding
	Use of Positive Reinforcement
	Peer Tutoring
	Cooperative Learning Experiences
	Immediate Feedback
	Directions repeated
	Re-Teaching concepts

____ Self-Monitoring Check Lists

Please provide details (work samples if applicable) on each intervention – How long have they been in place and what was the outcome?

Current Tier II Academic Interventions: (2 - 3 days per week) (RtI Reading, RtI Math, Behavioral Chart, Mental Health Support)

(iter iteating, iter watch, benavioral Charty Wentar Heaten Support)				
Intervention	Person Implementing	Date	Frequency	
		Started/Ended		

Additional Information:

Current Tier III Academic Interventions: (4-5 days per week) (I.E. : Pull-Out Guided Reading, Horizons, Fundations Double Dose, Do The Math, Georgia Numeracy Project)

IIUjet	.()		
Intervention	Person Implementing	Date Started/Ended	Frequency

Additional Information:

Huntington Union Free School District IST Initial Referral Form – Intermediate

Student:	School:			Grade:	
Teacher:	DOB:			Date:	
Current Academic Profile: RtI Ma	th RtI Reading	ENL	Menta	l Health	DL
Assessment of Academic Skills: (A-Average or Above, BA-Below A	verage, WBA-Well	Below Averag	;e)	
Reading	Mathematics		<u>Writi</u>	ng	
Oral Reading Fluency	Problem Sol			Sentence St	
Comprehension	Computation			Developme	
Vocabulary	Memory of I			Organizatio	
Decoding	Understandin	ng Concepts		Convention	ıs
Please describe in detail any areas below aver	rage and well below average:				
Behavior(s) of Concern (check th	nose that you feel apply a	and describe)	:		
Behavior:	Describe:				
Listening					
Following directions					
Participation in small gro	oups				
Participation in large gro					
Task Completion					
Social Skills					
Current Student Data: (Attach H	istorical and Progress MC	onitoring grapi	15)		
RCBM: Progress Monitoring Frequency: W	Maze:	11	~ 1 •		
Progress Monitoring Frequency: W	eeklyBi-Wee	kly:	_Grade Le	vel:	
M-Comp:	M-Can:				
M-Comp: Progress Monitoring Frequency: W	Veekly Bi-Wee	kly:	Grade Le	vel:	
	<u> </u>	5			
Downt Contact Wat-					
Parent Contact History:DateForm of Contact	Description				

Educational History

Is absenteeism or lateness a problem? Yes No If yes, number of absences
Has the student attended other schools? Yes No If yes, list school(s) and grade level(s)
Has the student been referred to the IST before? Yes No If yes, list date
Was the student previously in DL? Yes No Is the student currently in DL? Yes No
Does the student have a 504 plan? Yes No
Notable Health Concerns?
For Students Whom Language is Other than English How long has the student been going to school in the USA?
ENL Level: Dominant Language:
Has there been a gap in the student education? Yes No If yes, for how long?

Please check all Tier I interventions along with how long the intervention has been in place & the outcome:

Pacing:

- ____ Extended Time
- ___Break Offered (frequency ___/activity____)
- ___ Completion Charts
- Duration Maps

Environment:

- Preferential Seating
 Alternative Seating
 (explain:
- Reduce distraction
- (explain:
- Positive peer reporting
- Class Dojo

Presentation of Material:

- (Auditory, Visual, Tactile, Kinesthetic)
- <u>____</u> Small group instruction
- (content area:
- ____ Directions read and simplified
- _____Use of manipulatives
- Pre-Teach concepts
- ____ High Frequency Word List
- ____ Oral cues/prompts

Materials:

- Study Guides
- Assistance in note taking/HW
- _____ Use of laminated materials
- Use of calculator/ Flash Cards
- _____Use of graphic organizers
- _____Use of line tracker
- ____ Use of Math Reference Charts

Assignments:

- ____ Steps provided/Chunking
- ____ Checklist provided
- ____ Differentiated reading level
- ____ Modified assignments/homework

Reinforcement & Follow Through:

- _____ Use of positive reinforcement
- ____ Check for understanding
- ____ Peer Tutoring
- ____ Cooperative Learning Experiences
- Immediate Feedback
- ____ Directions repeated
- ____ Re-Teaching concepts
- ____ Self-Monitoring Check Lists

Please provide details (work samples if applicable) on each intervention – How long have they been in place and what was the outcome

Current Tier II Academic Interventions: (2-3 days per week) (*RtI Reading, RtI Math, Successmaker, Behavioral Chart, Mental Health Support*)

Intervention	Person Implementing	Date	Frequency
		Started/Ended	

Additional Information:

Current Tier III Academic Interventions: (4-5 days per week) (LLI, Read 180, Corrective, Do The Math, Family Service League)

Intervention	Person Implementing	Date	Frequency	
	r ensen imprementing	Started/Ended		

Additional Information:

Huntington Union Free School District Initial Referral Form – Middle School

Student:		Grade:	Date:	
Team:		Science Teacher (8 th g	grade only)	
Current Academic Profile: ELA	Lab	_ Daily Reading	_READ 180	Math Lab (8 th)
Current Student Data: (Attach H	Historical a	nd Progress Monitorin	g graphs)	
READING: VOC <i>(VS</i>): S	RF:	RC(<i>VS</i>) :	s	*ORF:
Progress Monitoring Frequency: V	Weekly	Bi-Weekly:	Grade l	Level:
MATH; NSF NCF-T:		MCF:	CA (VS):
Progress Monitoring Frequency: V	Weekly	Bi-Weekly:	Grade 1	Level:
Behavior(s) of Concern (check t	hose that	you feel apply and de	scribe):	
Behavior:	De	scribe:		
Listening				
Following directions				
Participation in small gr	oups			
Participation in large gro				
Task Completion				
Social Skills				
Parent Contact History:				

Date	Form of Contact	Description

Educational History

Is absenteeism or lateness a problem?	Yes No	If yes, number of absences
Has the student attended other schools?	Yes _ No	If yes, list school(s) and grade level(s)
Has the student been referred to the IST	before? Yes N	o If yes, list date
Does the student have a 504 plan? Yes	No	
Notable Health Concerns?		

	Inguage is Other than Engl t been going to school in the		
ENL Level:	Dominant Language:		
Has there been a gap in t	he student education? Yes _	No	If yes, for how long?
Please check all Tier 1	interventions :		
Pacing: Extended Time Break Offered (frequency/activit	y)		 Immediate Feedback Directions repeated Re-Teaching concepts Self-Monitoring Check Lists
Environment: Preferential Seating Alternative Seating (explain: Reduce distraction (explain:)		
Presentation of Materia Multiple teaching st (Auditory, Visual, Tactil Small group instruct (content area: Directions read and Use of manipulative Pre-Teach concepts High Frequency Wo Oral cues/prompts	yles e, Kinesthetic) ion) simplified s		
Materials: Study Guides Assistance in note ta Use of laminated ma Use of calculator/ Fl Use of graphic organ Use of line tracker Use of Math Referen	aterials ash Cards nizers		
Assignments: Steps provided/Chur Checklist provided Differentiated readir Modified assignmen Reinforcement & Follo Use of positive reinf Check for understan Peer Tutoring Cooperative Learnir	ng level ts/homework w Through: Forcement ding		

Please provide details (work samples if applicable) on each intervention - How long have they been in place and what was the outcome

Current Tier II & III Interventions:

(Behavioral Chart, Mental Health Support, Family Service League, Outside Support)

(Behavioral Chart, Mental Health Support, Family Service League, Outside Support)					
Intervention	Person Implementing	Date Started/Ended	Frequency		

Additional Information / Concerns:

[Place on School Letterhead]

Response to Intervention Notification

Date:

Dear Parent/Guardian of:

As part of district-wide efforts to improve student achievement, all Huntington Union Free School District students are given brief assessments, or universal screenings, three times per year (fall, winter, spring) to measure their progress in the curriculum over time. Interventions (extra support) will be provided as needed to all students who did not meet expected levels of achievement in English Language Arts and/or Math. Response to Intervention (RtI) is a system of providing support services based on individual student needs.

On the universal screening, your child did not meet the expected range for his/her grade level for the most current benchmark assessment(s). To better meet your child's needs, our school will begin providing your child with supplemental and/or small group instruction as indicated below:

Service	Frequency	Intervention Specialist

Your child will be involved in a level of intervention in which teacher(s) use differentiated instructional strategies and/or interventions. The teacher(s) track(s) your child's progress over time to monitor his/her success, and you will be periodically notified about your child's performance. The intervention specialist(s) will be working with your child's classroom teacher to ensure continuity of the curriculum.

If you have any questions about the process, please do not hesitate to contact your child's classroom teacher or the intervention specialist(s) listed above.

Respectfully,

Building Principal Signature

Notificación de la Respuesta a la Intervención

Fecha:

Estimados padres/tutores de:

Como parte de los esfuerzos del distrito para mejorar los logros estudiantiles, todos los estudiantes del distrito escolar de Huntington reciben evaluaciones breves o evaluaciones universales tres veces al año (otoño, invierno, primavera) para medir su progreso en el currículo a lo largo del tiempo. Se proporcionarán intervenciones (apoyo adicional) según sea necesario para todos los estudiantes que no alcanzaron los niveles de logro esperados en artes del lenguaje de inglés y / o matemáticas. La Respuesta a la Intervención (RtI según sus siglas en inglés) es un sistema de prestar servicios de apoyo en función de las necesidades individuales de los estudiantes.

En la evaluación universal, su hijo no alcanzó el rango esperado para su nivel de grado para la evaluación de referencia más reciente. Para satisfacer mejor las necesidades de su hijo, nuestra escuela comenzará a proporcionarle instrucción complementaria y / o en grupos pequeños a su hijo como se indica a continuación:

Servicio	Frecuencia	Especialista de intervención

Su hijo paRtIcipará en un nivel de intervención en el que el/los maestro(s) usarán estrategias de enseñanza y / o intervenciones diferenciadas. Los maestros anotan el progreso de su hijo a lo largo del tiempo para ver su éxito, y se le notificará periódicamente sobre el rendimiento de su hijo. El (los) especialista(s) de intervención trabajarán con el maestro de la clase de su hijo para garantizar la continuidad del plan de estudios.

Si tiene alguna pregunta sobre el proceso, no dude en ponerse en contacto con el maestro de la clase de su hijo o con el especialista en intervención que se menciona más arriba.

Atentamente,

Huntington Union Free School District IST Tracking Sheets

Student:	Grade:		
Date:	School:		
I. Goals			
<u>Goal 1:</u>			
Interventions/Strategies: (Scientifically	Research-based Academic and Behavioral Interventions)		
How Measured:			
<u>Goal 2:</u>			

Interventions/Strategies: (Scientifically Research-based Academic and Behavioral Interventions)

How Measured:

<u>Goal 3:</u>

Interventions/Strategies: (Scientifically Research-based Academic and Behavioral Interventions)

How Measured:

II.	Notes		
Teacher	Liaison:	Follow-up Date:	
Participa	nts:		

RtI Exit Letter

{School Heading}

Date:

Dear Parent/Guardian of:

Dear Parent/Guardian of: _______. Your child received Response to Intervention services in the area of _______. At this time, your child has met grade level expectations and will discontinue support from an intervention specialist outside the classroom. The classroom teacher will provide interventions and strategies as well as monitor your child's progress.

We are committed to providing excellent services to all students. If you have any questions, please contact your child's classroom teacher.

Sincerely,

Building Principal Signature

Fecha:

Estimados padres/tutores de:

Su hijo recibió servicios de la Respuesta a la Intervención en el área de ______. En este momento, su hijo ha cumplido con las expectativas de nivel de grado y descontinuará el apoyo de un especialista de intervención fuera del salón de clase. El maestro del salón de clase regular proporcionará intervenciones y estrategias, así como también supervisará el progreso de su hijo.

Nos comprometemos a brindar servicios excelentes a todos los estudiantes. Si tiene alguna pregunta, comuníquese con el maestro de la clase de su hijo.

Atentamente,