**RTI Required Documentation for SST**

***Please attach to the inside front cover (left side) of the red SST folder***

Items should be checked and dated as completed

To be completed by teacher, with data team/PLC at Tier 2

* Do not schedule SST meeting until the following documentation is received

Response to Intervention Documentation Form (Academic, Articulation or Behavior)

Data Collection/Graphing Documents (STAR, Dibels, SRI, language rubrics, frequency and duration forms etc.)

Fulton County Language Checklist

Skills Inventory – Academic

Skill Inventory – Behavior

     Date File Received and Returned (with coaching) if incomplete

     Date File Received – Complete

To be completed by SST chairperson

Schedule Initial SST Meeting

     Date and Time Scheduled

**Send to Parent via US Mail**

     Date Mailed

SST Parent Notification Letter

Parent Questionnaire

     Date received by parent

Parent Consent for Vision and Hearing Screening

     Date received signed by parent

**Next Steps**

Turn in H/V Screening form to designated staff

     Date Hearing Passed

     Date Vision Passed

Send Hearing Failure letter to parent if applicable

     Date follow-up returned by parent

Send Vision Failure letter to parent if applicable

     Date follow-up returned by parent

Notify staff of SST meeting

     Date notification sent

Collaborate with IST and School Psychologist

     Date of collaboration