

Student Support Team Process Worksheets
[Completed by SST Until Success in Gen Ed ~or~ Before Referring for SpEd Evaluation]

Student Name:	Click or tap here to enter text.	DOB:	Click or tap to enter a date.
School:	Click or tap here to enter text.	Grade:	Click or tap here to enter text.
Referring Teacher:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
SST Chair:	Click or tap here to enter text.		

A. Classroom Schedule: Is there a posted classroom schedule? ☐ YES (answer questions below) ☐ NO 1. The following elements are included in the classroom schedule: ☐ Times ☐ Students ☐ Activities ☐ Locations ☐ Staff Names 2. The schedule is: ☐ Daily ☐ Weekly ☐ Other *attach sample of schedule if pertinent	Notes/ Suggestions/ Next Steps
B. Schedule for individual student: Is there an individual student schedule? ☐ YES (answer questions below) ☐ NO 1. The student uses the following format for their individualized schedule: ☐ Object ☐ Icon ☐ Photograph ☐ Words ☐ Picture ☐ Planner ☐ Computerized ☐ _____ ☐ _____ ☐ _____ 2. Student's ability to follow schedule: ☐ Independent ☐ With physical prompt(s) ☐ With Indirect Verbal Prompt(s) ☐ Inconsistent ☐ With Direct Verbal Prompt(s) ☐ _____	Notes/ Suggestions/ Next Steps

Notes/ Suggestions/ Next Steps

- Describe:

- Describe:

- Describe:

- ☐ Other: _____

Describe a task that is challenging for the student. If appropriate, attach a sample task analysis form.:

D. Behavior Support: 1. Are there problem behaviors interfering with the learning of self or others? ☐ YES (answer questions below) ☐ NO Brief description of problem behavior(s): Where behaviors typically occur: When behaviors typically occur: 2. Has the student had a Functional Behavior Assessment and has a Behavior Support Plan (BSP)? ☐ YES (answer questions below) ☐ NO How effective is the plan in addressing the student's needs? ☐ Very ☐ Moderately ☐ Mildly ☐ Minimally Describe level of support to implement plan (i.e.- frequency of reinforcement, prompting, redirection, etc.): What supports exist for implementing the plan? (i.e.- self monitoring, other adults, etc.): *attach Functional Behavior Assessment (FBA) and Behavior Support Plan (BSP)	Notes/ Suggestions/ Next Steps
E. Current data systems and collection of data: Are there current data systems for each area of concern and its associated intervention(s)? ☐ YES (answer questions below) ☐ NO 1. Data records include: ☐ Date ☐ Task ☐ Level of independence ☐ Level of progress ☐ Other: _____ 2. Data is collected: ☐ Multiple Times/Day ☐ Daily ☐ Weekly Amount of time data was collected: _____ Number of settings data was collected in: _____ 3. Data is summarized via: ☐ Graph ☐ Narrative ☐ Other: _____ *attach data summary	Notes/ Suggestions/ Next Steps

F. Continued SST Meetings: Are further SST meetings needed? ☐ YES (answer questions below) ☐ NO* Meetings will be held (at minimum): ☐ daily ☐ weekly ☐ bi-weekly ☐ monthly Team Members Invited to Meetings or Documented as Consulted for Input: ☒ Parent/ Guardian ☐ Specialist(s) ☐ SpEd Teacher ☐ Gen Ed Teacher ☐ Administrator ☐ Title 1 Teacher ☐ Other: _____ If applicable, next meeting is scheduled for: Time: Click or tap here to enter text. Date: Click or tap to enter a date. *see last page for sped referral decision.	Notes/ Suggestions/ Next Steps
G. Check and describe other supports currently offered: ☐ Not applicable ☐ Staff training ☐ Staff consultation with specialist(s) ☐ Instructional coaching ☐ Pre-Referral Autism Screening Rating Scale and/or Observation* ☐ Other: _____ Describe: *Please consult your school's ASD Specialist. If an ASD sped eligibility is suspected, this should be completed <u>prior</u> to the sped eligibility evaluation planning process.	Notes/ Suggestions/ Next Steps

H. Moving Towards SpEd Eligibility Evaluation?	Notes/ Suggestions/ Next Steps
Has the SST implemented gen ed level interventions for a minimum of 6 weeks? ☐ YES (answer questions below) ☐ NO* Have all reasonable gen ed interventions been exhausted with limited student success? ☐ YES (answer questions below) ☐ NO Is there sufficient data to support a referral for a sped eligibility evaluation?* ☐ YES (answer question below) ☐ NO Have the appropriate specialists been consulted (School Psychologist, Evaluation Specialist, ASD Specialist, SLP, etc.)? ☐ YES (see below) ☐ NO Please use a team approach for documented evaluation planning that includes the pertinent school staff, specialists and the parent/ guardian. <u>NEVER</u> seek a signed consent outside of an evaluation planning process. *Some exceptions may apply. Consult your SpEd director for further information. **Please attach data.	