

Educational Support Services

Tier I - School Level Support Services

When the classroom teacher has exhausted all possible instructional strategies; consulted with the principal, the student's previous teachers, the school counselor, any other appropriate school staff, reviewed the child's records and is still unsuccessful in addressing the educational, emotional, physical, or social needs of that child, the following steps shall be taken:

- The teacher will obtain an I&RS Referral form from the school office. He/She is to describe the presenting problem(s) and return the completed form to the building principal. The teacher will notify the parent/guardian to discuss the need for support. The educational support services available at this level may include corrective reading, speech/language (articulation only), counseling, basic skills (reading and/or math) and ESL.
- The principal will review the request and assign a case coordinator. The student's name will be entered in the I&RS Log. Completed referral forms are to be maintained in student's I&RS file.
- The Case Coordinator, in consultation with the principal, will decide if the student's needs may be met at this level through building services (i.e. Basic Skills, guidance, corrective reading, etc.)
- If the appropriate support services recommended in Tier I have been provided to the child and prove to be insufficient to remediate the child's difficulty, a request for Tier II intervention should be initiated. Prior to initiating Tier II intervention, the student's teacher shall contact the student's parent(s)/guardian(s) and explain the reason(s) for initiating Tier II intervention.
- In all cases, should a teacher receive a private evaluation or report from a parent, the written reports must be shared with the principal, and through the principal, with the Child Study Team. If a parent/guardian does not wish to share the results with the school, the evaluation report cannot be acted upon or accepted.