

Routine Tasks for the Allied Arts RtI Teams

1. Greet everyone! ☺
2. Take out an “Agenda and Notes” sheet. Date it.
3. Choose roles. Write names on the sheet by the role listings.
4. Begin your discussion:
 - a. Briefly review your goal(s) and what you discussed last time.
 - b. **Discussion about Supporting Reading and/or Math Goals** –
 - i. Review the strategies everyone said they would try related to your goals. Have everyone share what s/he tried and how it went, sharing evidence (student work, assessments) if applicable. If something is not going well, brainstorm solutions together. Do you need to keep trying the same strategy, but revise it? Or do you need to try something different? Write notes.
 - ii. Discuss strategies that everyone should try for next time (or continue the same one), using ideas from your goal sheet. Write notes.
 - c. **Discussion about Student Behaviors** –
 - i. Review results of any previous discussion regarding behavioral strategies being attempted with certain students.
 - ii. Plan and revise as needed.
5. The note taker should make copies of the notes for everyone and put them in mailboxes.