

## **PARENT INFORMATION REGARDING the STUDENT SUPPORT TEAM PROCESS**

### **WHAT IS A STUDENT SUPPORT TEAM (SST)?**

The SST is a school site team which meets to explore ways to support students in their quest for success in school. This joint effort between the family and school includes a review of the student's individual strengths as well as the areas of concern. The Student Support Team plan includes strategies and organizes resources for addressing students' needs. This process is a function of general education.

### **HOW ARE STUDENTS IDENTIFIED FOR AN SST?**

Usually the classroom teacher, administrator or others who work with the child indicate that the student's learning, behavior, or emotional needs may not be met under the existing circumstances. A parent may also request that an SST after in class accommodations have been implemented with limited success or progress.

### **DOES AN SST MEETING MEAN THAT MY CHILD WILL RECEIVE SPECIAL EDUCATION SERVICES?**

No! The primary purpose of the SST is to discover and identify specific strategies and accommodations that will meet the needs of your child. In the event that the individualized intervention plan proves to not be effective, a second SST meeting will be scheduled (after a 6-8 week trial period.) At this meeting specific student data, work samples and assessment results are analyzed and reviewed with the Student Study Team. At this meeting academic testing may be discussed and recommended for the purpose of determining whether or not the student may qualify for additional services (i.e. Special Education, 504 Plan.)

### **WHAT TYPE OF ACCOMMODATIONS ARE CONSIDERED?**

The prescribed accommodations are designed to meet the student's individual needs. The following provide an example of the type of accommodations that may be considered:

#### *Environmental:*

- Preferential seating
- Reduce noise level during tasks that require concentration
- Use a study carrel/privacy board

#### *Quantity:*

- Reduce the number of items that the student is expected to complete
- Break large assignments into smaller segments
- Emphasize accuracy over production

#### *Time:*

- Increase amount of time allotted to complete an assignment
- Alter the pacing of instruction
- Give specific time frames for assignments and frequent feedback to student

#### *Input:*

- Highlight important concepts
- Provide notes/highlights of lesson for review
- Use varied teaching methods (visual/tactile)

#### *Output:*

- Allow students to give answers orally
- Allow student to work with peer/small group to learn/review concepts
- Allow students to demonstrate understanding through the use of hands-on materials

## **PARENT INFORMATION REGARDING the STUDENT SUPPORT TEAM PROCESS**

### **WHAT ARE THE ESSENTIAL STEPS TAKEN BEFORE AN SST MEETING IS REQUESTED?**

Before an SST meeting is scheduled, the classroom teacher will have conversed with parents and consulted with administration. Appropriate accommodations and/or interventions are identified and then implemented in the classroom. The teacher and administrator monitor the student's progress through data analysis and screening tests when appropriate. Universal interventions that are monitored for 6-8 weeks prior to an SST recommendation.

### **WHO IS PART OF THE STUDENT STUDENT SUPPORT TEAM?**

The parents, current teacher and administrator are always part of the SST process as well as a representative from the Special Education department (Resource Specialist, Speech Therapist, or School Psychologist). Furthermore, the student's previous year's teacher is consulted by the current teacher prior to convening an Student Study Team meeting. Note: students are usually not part of the SST meeting.

### **WHAT IS EXPECTED FROM PARENTS BEFORE AND DURING THE SST MEETING?**

As active participants, parents are invited to share any information that may be helpful to this process. To assist in preparing for the meeting, a parent questionnaire should be completed prior to the SST meeting. This information is vital in addressing your child's needs. The SST is a informal collaborative effort where parents are encouraged to contribute, although not required to contribute more than they desire.

### **WHAT WILL HAPPEN AT AN SST MEETING?**

All participants will take part in identifying the student's individual strengths, followed by concerns and challenges both at home and at school. Action steps are then identified to address the student's struggles, and responsible parties are identified to oversee the implementation plan. An SST meeting summary will be distributed to all involved. SST meetings are scheduled in the mornings from 7:30-8:00am (on predetermined dates.)

### **WHAT WILL BE DISCUSSED DURING THE SST MEETING?**

Some of the headings are: Strengths, Information, Areas of Concern, Questions, Strategies (Brainstorm), Action steps, Person(s) Responsible.

The prescribed agenda format helps the team stay organized and focused. As the different areas are discussed, the information is recorded in the appropriate column. This sheet serves as a record of the minutes of the SST meeting, frees participants from taking notes, and provides a "picture" of the student that includes strengths as well as concerns.

### **WILL THERE BE MORE THAN ONE MEETING?**

At the end of the initial meeting the team may schedule a follow-up meeting date. It is important for the parent and teacher to communicate regularly in an effort to evaluate the recommended action plan and to make modifications to the plan as needed.

### **FOR ADDED INFORMATION / QUESTIONS CONTACT:**

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- Your child's teacher