



# **Parent Handbook**

**2018-2019 School Year**

**Multi-Tiered Student Support (MTSS)**



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**Parent Information Letter Introducing Multi-Tiered Student Support (MTSS)  
2018-2019 School Year**

To All Bishop Leibold Parents/ Guardians:

Bishop Leibold School believes in providing the highest quality of education for our students. This letter is to provide you with information about a new three-tiered instructional approach we are using to meet this goal, referred to as Multi-Tiered Student Support (MTSS).

For MTSS, all students will participate in the core curriculum, with three levels (tiers) of interventions for students who demonstrate at-risk skills in general academics or behavior. Each tier provides additional support beyond the core curriculum. All students will be tested three times a year to measure their progress to determine if they are performing at grade-level. Behavioral expectations will also be monitored on a regular basis throughout the year.

- Tier I – Teachers will use different strategies within the core curriculum to address all student educational needs.
- Tier II – Based on progress data, students who are unsuccessful in Tier I will be provided supplemental research-based interventions matched to their needs. The MTSS team, an instructional support team, will track the student’s progress, and parents will receive ongoing progress data.
- Tier III – Students who continue to struggle in Tier II will receive more intensive interventions at this level. Parents will receive ongoing progress data.

After Tier III implementation, students who continue to display limited progress may then be considered for further evaluation and services. Our school is excited to take part in this process to improve educational outcomes for all students.

As always, do not hesitate to contact our intervention specialists, your child’s teacher, or myself if you have questions or concerns.

Dr. Wallace, Principal

## The Multi-Tiered Student Support (MTSS) Process Explanation of The 3 Tier System

- Universal Screeners Given
  - DIBELS (K-3)
  - Jerry Johns (4-8)
  - iReady (All students)
  
- Historical Data is Reviewed
  - IOWAs
  - Previous Grade Reports
  - Intervention Records
  
- Tier Explanations & Movement
  - **Tier I: All Students Begin in Tier I**

Teachers will monitor the general progress of students and if there is a specific concern they will do the following:

    - Complete the necessary paperwork & give it to Intervention Specialist
    - Student Information will be presented to MTSS Team & a Tier movement or accommodation plan determination will be made.
      - If Tier Movement is decided Parent will be notified.
        - Together, the intervention specialist and teacher will work together to complete an *MTSS Intervention Plan* for the student to be used in Tier II.
      - If Accommodation Plan need is determined, a separate process will be followed.

\*\*\*\*\* Parents if you have a question or concern about your child who is currently on an Accommodation Plan or an IEP, please first view the Frequently Asked Questions & Answers Document in your Parent MTSS Handbook. If you still have remaining questions please contact an intervention specialists for assistance.
  - **Tier II:** teachers, teacher interventionists, and/or intervention specialists will provide instruction/intervention to address above determined skills or instructional gaps
    - Student's response to the Interventions of Tier II will be monitored for a minimum of one MTSS Tier II cycle of 8 weeks before the MTSS Team meets to discuss their progress.

- After one Tier II cycle of 8 weeks, student information will be presented to the MTSS Team to determine Tier Movement
        - If progress is made
          - potential return to Tier I or,
          - Continuation of Tier II interventions
        - When expected progress is not made within Tier II and interventions are done with fidelity.
          - Continuation of Tier II interventions or,
          - Movement to Tier III
- **Tier III** If Tier III movement is determined;
  - Parent is notified of Tier Movement & applicable forms are sent home.
  - Meeting is scheduled to develop Intervention Plan for Tier III.
  - Tier III intervention is provided for a minimum of one MTSS Tier III cycle (4 weeks).
  - After one Tier III cycle of 4 weeks, student information will be presented to the MTSS Team & Parents to determine Tier Movement
    - If progress is made
      - potential return to Tier II
      - Continuation of Tier III interventions
    - When expected progress is not made within Tier III and interventions are done with fidelity.
      - Continuation of Tier III interventions
      - Initiation of Formal Evaluation
- In all cases above, Parent is notified of Tier Movements within Tiers II/III & given opportunity to meet with MTSS Team.

# Frequently Asked Questions & Answers

## What does MTSS stand for?

- MTSS stands for Multi-Tiered Student Support. This process was previously known as the RTI process.

## What does MTSS do?

- In this whole school process, all students participate in the core curriculum with three levels (Tiers) of interventions provided for students who demonstrate at-risk skills in general academics or behavior. Each Tier provides additional support beyond the core curriculum.

## Who is the MTSS Team? What is their job?

- **Dr. Wallace:** School Principal
- **Stephanie Sagasser:** Intervention Specialists- MTSS go to person
- **Elizabeth Mannella:** Intervention Specialist- JPS go to person
- **Kathy Vanderhorst:** School Counselor
- **Julie Fronista:** Speech Language Pathologist
- **Alice Fisher:** Teacher Interventionist @ East Campus
- **Sarah Brashears:** Teacher Interventionist @ West Campus

## What data is used to determine Tier movement?

- All students will be tested three times a year to measure their progress to determine if they are performing at grade level. Through the use of universal screeners and review of historical data for each student, it is determined by the MTSS Team and the student's teacher(s).
- Universal Screeners: DIBELS (K-3), Jerry Johns (4-8), iReady (all students)
- Historical Data: IOWAs, Previous Grade Reports, Intervention Records, Observation Notes & anecdotal records from classroom teachers or intervention specialists.
- Sample Questions asked by the MTSS Team & Classroom Teachers in consideration of Tier Movement:
  - Does the student perform at or below the 25th percentile on the universal screeners?
  - Has the student failed math or reading before?
  - Has the student been absent 10% or more of the instructional time in previous years?
  - Does the student have office discipline referrals that results in suspension?

## Once my child is placed in a Tier does this mean they will always be there?

- Tier movement is determined by a culmination of information that is described above. Students can receive Tiered intervention for the duration of one cycle minimum before a movement to a higher Tier or back down to Tier I is determined. They will not remain in the same Tier for the duration of the year.

## Does a Tier movement mean my child is being placed in a "low" or "average" group?

- Tier movement is designed to assist your child specifically on skills that they may need help with. The data sources used to determine the skills to be targeted are created in a way that the MTSS team is provided with specialized data for each child to inform decision making.
- Students of all abilities will be provided the three Tier structure of support and this support is not decided by the categories of "low", "average", or "above average" as is often thought.
- Instructional Support or Intervention provided to students is targeted at their instructional zone. Below are the different zones.
  - Independent: the work & content a student can complete and demonstrate understanding with, not requiring any adult support.

- Instructional: the content & skills that a student can work in without reaching a point of frustration. This zone may require teacher/adult direction & guidance and can often be found to challenge the student.
- Frustrational: the content, work, and skills that a student cannot complete or demonstrate understanding in without causing frustration. This zone requires complete adult support to utilize. When Intervention is being delivered, this zone is not used.

**What is Tier I? What happens if there is a concern in this Tier?**

- All students begin in Tier I. This is participation in the core curriculum with teacher use of differentiation strategies within this curriculum to address all student needs.
- Teachers will monitor student progress and if there is a concern the following steps will happen.
  - Classroom Teacher will complete necessary paperwork and provide it & documentation to Intervention Specialist.
  - Student Information will be presented to MTSS Team & a Tier movement determination will be made.
  - Parent will be notified of Tier movement & given opportunity to meet with MTSS Team & Classroom Teacher(s).
  - Together, the intervention specialist and teacher will work together to complete the *MTSS Intervention Plan* if determined necessary by the MTSS Team.

**What is Tier II? What happens if there are concerns or progress is not made in this Tier? What if Progress is made?**

- In this Tier, teachers, teacher interventionists, and/or intervention specialists will provide instruction/intervention to address above determine skills or instructional gaps detailed in *MTSS Intervention Plan*.
- Student Progress is monitored for a minimum of one MTSS Tier II cycle (8 weeks) before the MTSS Team meets to determine next steps.
- Progress is reported to parents.
- When there are concerns within Tier II or expected progress is not made the following takes place.
  - Plan is reviewed to ensure that interventions are done with fidelity.
  - Parent is notified that an MTSS meeting will occur in regard to their student's progress & detailing Tier III, and collaboration of a plan for student.
  - MTSS Team meets to determine Tier Tier II intervention continuation or Tier III movement for student if necessary.
  - Together, the parent, intervention specialist and teacher will work together to complete the *MTSS Tier III Intervention Plan* if determined necessary by the MTSS Team.
- If Progress is made, MTSS Team, teacher & parent (if they desire) meet to discuss student Tier movement back to Tier I. If student is moved back to Tier I, they will continue to be monitored by teacher in case an issue or struggle were to arise.

**What is Tier III? What happens if there are concerns or progress is not made in this Tier? What if Progress is made?**

- Tier III is provided to students who continue to struggle or not make sufficient progress in Tier II intervention. They will receive more intensive interventions at this level through Intervention Specialists/Teacher Interventionists and will be supported in the classroom by the general education teacher.

- The Tier III cycle is 4 weeks long. Every 4 weeks the MTSS Team will meet to discuss current progress of students, Tier movement potential (either back to Tier II, continuation of Tier III, or referral for formal evaluation.)
- In all Tier movement cases stated above the parent is notified and given the opportunity to meet with the MTSS Team & their student's teacher(s).

**My child already has an IEP or an accommodation plan. What does this mean in regard to the MTSS Tiers?**

- **IEP students:** If your child is already being serviced under an IEP, they have already gone through the process of eligibility determination and are no longer in what is now considered the Tiered levels of support. They are received Individualized Services under an Intervention Specialist.
- **Accommodation Plan Students:** If your child is currently on an accommodation plan, they will continue receiving the accommodations by the classroom teachers within the general education classroom. They will begin in Tier 1 just as all other students, and the same process for Tier movement will be followed if teachers notice a concern when monitoring student progress.

**Is my child always going to be pulled out of class to receive intervention at a Tier II or Tier III level?**

- No, if it is determined that your child is in need of more instructional support or intervention, they will have an MTSS Intervention Plan which will detail the supports that will be provided, how often, where, and by what individuals. If it was determined that being pulled out of class to receive a portion of these interventions was best for the student then this will take place. However, this is not always the case. There are multiple formats through which a student can receive Tier II & Tier III intervention within the general education classroom. Types of supports provided is determined on a case by case basis. If you have specific questions regarding your child's needs, please contact the intervention specialist for further information.

**Does this intervention plan mean that my child now has an IEP?**

- No, the Intervention Plan does not act as an IEP for your child. This is a plan developed by the teacher(s), intervention specialists, teacher interventionists, etc. that are working with your child on a day to day basis to improve specific skill sets flagged through various means as something your child needs additional support in.
- If additional support outside of Tier III is determined to be necessary, the intervention specialists and MTSS Team will have already been in communication with you about this process and what it entails.





## MTSS Team Contact Information

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