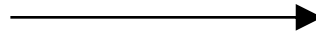


Thornapple Kellogg School

Child Study Team Process (Elementary)

First Concern Form (pre-referral)

- ✓ Notify counselor, CST coordinator, or principal of concerns
- ✓ Review CA-60
- ✓ Interventions discussed
- ✓ Interventions Checklist distributed
- ✓ Interventions documented for at least 15 days
- ✓ Parent called and comments obtained



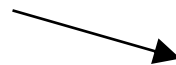
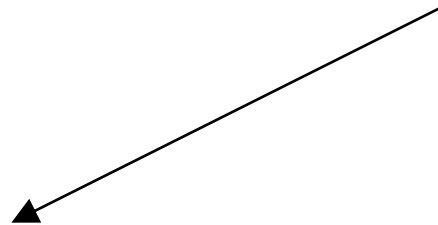
Scheduling of CST

If interventions are unsuccessful...

- ✓ CST Request Form completed and given to CST coordinator
- ✓ Parent Input form obtained, completed, and given to CST coordinator
- ✓ CST coordinator schedules CST and notifies participants of meeting date
- ✓ Parent Input Form, CST Request Form and Interventions Checklist will be distributed to CST participants prior to CST meeting

Initial CST Meeting

- ✓ Information sharing
- ✓ Update Interventions Checklist
- ✓ Problem Identification and Goal
- ✓ Action Plan



Intervention Implemented for not less than 45 days and monitored for effectiveness



Follow-up CST Meeting

- ✓ Evaluation of Interventions
 - May continue interventions
 - Develop new strategies
 - Develop 504 plan
 - Refer for Special Education testing
 - Refer for counseling / outside evaluation