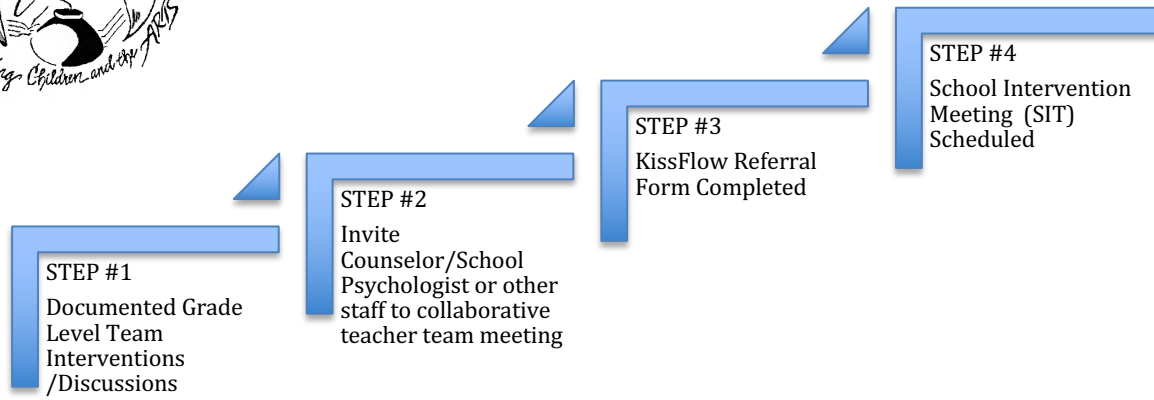




## Hawthorne School Intervention Team Process



### STEP #1 “Work the Collaborative Process”

- Grade level collaborative teams implements and documents interventions for student
- Intervention groups/notes documented in grade level trackers and collaborative team documentation
- Consult with previous teacher/s
- Conduct file review

### STEP #2 “Problem Solving”

- Invite School Psychologist, Counselor, or other appropriate staff to grade level collaborative team meeting
- Share documented interventions and scope of concerns
- Adjust interventions and/or move to referral form

### STEP #3 “Formal Referral”

- Complete KissFlow Referral Form Online

### STEP #4 “Formal Meeting”

- Principal will share routed referral form with School Psychologist
- School Psychologist will schedule monthly meeting on Friday calendar
- School Psychologist will invite appropriate school staff
- Classroom Teacher will invite parent to meeting if applicable