

**RESPONSE TO INTERVENTION (RTI)
TEAM MEETING NOTICE**

Date: _____

Dear _____:
(Parent / Guardian)

_____ has been brought to the attention of the Response
(Student)
to Intervention (RTI) Team. The Response to Intervention Team is responsible for
creating an individualized instructional plan for your child. The team will meet to create
a plan that supports your child in these areas:

- | | |
|--|--|
| <input type="checkbox"/> Reading (Reading) | <input type="checkbox"/> Attendance (Attendance) |
| <input type="checkbox"/> Writing (Writing) | <input type="checkbox"/> Behavior (Behavior) |
| <input type="checkbox"/> Math (Math) | |

The team will meet at school to discuss your child's needs and plan an instructional
program on:

Date: _____

Time: _____

Location: _____

Your input is valuable in designing effective support for your child and we hope that you
will attend this meeting. If you would like to do so, please contact

_____ at _____ for more information.
(Contact Person) (Phone Number)