

PARENT CONTACT and INFORMATION FORM

Student Name: _____ Date: _____

Parent/Guardian Name: _____

Dear Parent/Guardian:

Our school is committed to supporting student success. If a student experiences a specific need in academics or behavior, it is important for school personnel and parents to work together. We want to include you in the planning and monitoring of your student's success.

Our Response To Intervention (RTI) process is a building level problem solving team process that has been developed to help find strategies to ensure that the student's needs are properly addressed. As part of the RTI process, a parent must be contacted. There are three purposes for this contact:

1. To inform the parent of the difficulty the student is having in school.
2. To gather information that may help the RTI Team establish a plan for success.
3. To inform the parent that the teacher would like to bring the student to the attention of the RTI Team.

Parents play a valued role in the RTI Team process. With your support and information about your child, the RTI Team will design interventions to help your child learn and develop more successfully in school. These interventions usually include minor changes to instruction or classroom environment. Interventions will be supplemental and will not replace the current curriculum.

Please complete the following questions and return this form in the self-addressed stamped envelope.

What special interests does your child have at this time? What is he/she proud of doing? What are his/her goals for the future? What motivates your child? _____

What are some of your child's characteristics that make him/her unique from age peers, even when your child was very young? _____

What would you like for us to know about your child that will help us support him/her for greater learning success? What are your child's greatest strengths and assets that will help him/her succeed in school? _____

What is your most important goal for your child at school right now? How well is this goal being achieved at this time?

Are there any other factors (from school, home, or the community) that you think may be impacting your child's performance in school? _____

Thank you for taking the time to share your answers to these questions. The concerns identified at school are: _____

The RTI Team will be contacting you with the date and time of the scheduled RTI meeting for your child.

What are the best days/times for you attend a meeting? M T W TH F; Time _____

If you have more questions, feel free to call me at _____.

Thank you for your time and insights.

Sincerely, _____