

RTI REVIEW MEETING PARENT INVITATION FORM

Student's Name: _____ Date: _____

Dear _____

We would like to invite you to a meeting on _____ at _____
(date) (time)

at _____. The purpose of this meeting is to share
(place)

information about your child and discuss how we can work collaboratively with you to provide support to help your child become more successful in school. Staff members who work with your child will be at the meeting. If there is anyone you would specifically like to attend from school or elsewhere, please let us know. If this time won't work for you, we will reschedule, or we will work with you to find a time to share information.

A Parent Contact and Information Form may be attached if you have not already completed it or had a phone or personal conference with the teacher. If the form is attached, we ask that you fill it out and return it in the self-addressed stamped envelope prior to this meeting. This information can help the school staff in learning more about your child and preparing for the meeting.

Please contact us if you have any questions about this process.

Sincerely,

Name: _____ Position: _____

Phone: _____ Email: _____

Interpreter Name: _____

Phone: _____ Email: _____