



Minisink Valley Elementary School

P.O. Box 217 Route 6, Slate Hill, NY 10973, (845) 355-5272 Fax: (845) 355-5147

Date: _____

Hello: _____

A Response To Intervention (RTI) meeting was held today on _____
to discuss the concerns we have spoken about.

The purpose of RTI meetings is the development of a plan of research-based, although practical, school based strategies to help your child with his/her area of weakness. During the 20 minute meeting the team:

1. Assessed my major concern(s) about the student.
2. Helped me pick the one or two most important concerns to work on.
3. Set specific goals for improvement.
4. Designed an intervention plan with strategies to help your child improve,
5. Decided how to share information about this plan with you, and
6. Decided how progress will be monitored and when we will meet again.

In order to maintain the lines of communication please find the following information attached:

- A copy of the referral form.
- A copy of the Intervention Plan.

If you have any questions please feel free to contact me via:

Phone: _____ Email: _____ Note

Sincerely,