



The Follow Up Meeting

Evaluate Implementation Integrity (5 minutes)

- Was the plan carried out as intended?
- Did the case liaison check in with the referring teacher?
- Were there any difficulties that interfered with implementation & monitoring?

Evaluate Student Progress (5 minutes)

- Review baseline data
- Review goals
- Determine the outcome

Evaluate Plan Effectiveness (5 minutes)

- Using the students' progress as a guide, determine the following:
- Was the plan implemented for six weeks/12 sessions?
- Was the plan implemented with 80% integrity?
- Was the progress monitored at least one time per week?

Modify/Design the intervention Plan (15 minutes)

- Identify **WHAT** the intervention is
- Identify **WHERE & WHEN** it will take place
- **WHO** is responsible for implementing & monitoring student progress

Review the intervention plan (5 minutes)

- Make sure all parties understand the intervention

Parent Contact (5 minutes)

- Determine who will contact the parent or guardian
- Update parent contact information (name, address, telephone, etc.)
- Share the intervention plan and invite parent(s) to the next meeting