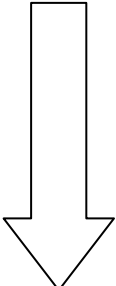
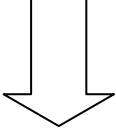


## Guidelines for Creating and Documenting an Intervention Plan in Data Director

Date Initiated	Input meeting date	
Strategy Selected	<ul style="list-style-type: none"> <li>Selected strategies should be research-based and reflect best practices.</li> <li>Students receive <u>additional instruction</u> to scheduled classroom instruction.</li> <li>Instruction may occur in the classroom or in another place in the building. It is extremely important to determine the frequency, the amount of time for each session, and who is responsible for the sessions. The team should discuss the resources necessary for the plan to be implemented.</li> </ul> <p style="text-align: center;"><b>*Reading strategies will be available January 31, 2010, (electronically) to address five areas of Reading.</b></p>	
Baseline Data	Include any relative data (formative and summative) that demonstrates need area(s).	
Frequency Time in minutes Presentation Style	<ul style="list-style-type: none"> <li>2-3 sessions per week</li> <li>20-30 minutes</li> <li>Small group: 3-5 students</li> </ul>	Increased intensity 
	<ul style="list-style-type: none"> <li>3-4 sessions per week</li> <li>20-30 minutes</li> <li>Small group: 1-3 students</li> </ul>	
	<ul style="list-style-type: none"> <li>3-5 sessions per week</li> <li>20-30 minutes</li> <li>Individual</li> </ul>	
Time of day/Location	Specific times and location where instruction will occur.	
Assessment Results	<ul style="list-style-type: none"> <li>Monitored weekly or every other week</li> <li>Monitored weekly or twice weekly</li> <li>Monitored twice weekly</li> </ul>	Increased monitoring 
Persons Responsible	Designate person(s) and define responsibilities.	
Monitor follow-up date	<ul style="list-style-type: none"> <li>Indicate the length of the plan for implementation.</li> <li>Intervals of 4, 8, and 12 weeks are suggested time periods.</li> <li>Set date to analyze data and review progress.</li> <li>Persons implementing the instruction may decide to meet sooner if data points indicate a change in the plan is necessary.</li> </ul>	