



## Second Step for Strategy Plan (Second Meeting)

- \_\_\_\_\_ 1. Notification of Strategy Plan Reconvening Meeting is given.
- \_\_\_\_\_ 2. Meeting Facilitator, recorder, and participants are introduced.
- \_\_\_\_\_ 3. Team reviews results of **Strategy Plan** by asking student, parent, and educational staff to evaluate efforts using collective *Archdiocesan Progress Reports*. **Teacher/Parent Reconvening Form** can be used to summarize the team's report.
- \_\_\_\_\_ 4. Recommendations for Strategy Plan revisions are made.
- \_\_\_\_\_ 5. If an evaluation is warranted the team makes recommendations for assessment using the **Student Evaluation Plan**.
- \_\_\_\_\_ 6. Referral options for additional assessments are given. (School District, Archdiocesan Family Counseling Office, or Private Assessment)
- \_\_\_\_\_ 7. Student, parent, and teacher ANSER\* Systems are distributed and returned to 504 coordinator.
- \_\_\_\_\_ 8. **Assessment Notification** form is provided to parent with date of return expected within 2 weeks.
- \_\_\_\_\_ 9. Referral process initiated. Applicable items on the Referral Checklist are submitted to the appropriate source.

Student Name:	Grade:
504 Coordinator:	Date:
Members Present:	