

TICKET TO TLC-A

The purpose of TLC is to support teachers and encourage maximum growth in learning for all Sterling students.

Be sure to check items off as you prepare for your TLC experience.

Seek assistance from your TLC rep when in doubt-Gayle Jacobs, Macae Mickens, Michelle Rowland (or Susan Kohl, Kelli Woodson, Julie Curtis, Ashley Tegenkamp, Jennifer Biggar)

_____ **Step 1:** You have a significant academic concern in reading or math. You've discussed possible solutions with a colleague however the student continues to show signs of struggle (and you have evidence of that struggle). Make a TLC referral.

_____ **Step 2:** Contact your grade level rep to assist with paperwork. A TLC meeting will then be scheduled in order for a collective group of your peers to brainstorm possible supports for the students.

TLC Meeting Date-_____

_____ **Step 3:** In order for the team to understand the concerns, and your already tried & true strategies, bring the following items to your initial meeting-

- _____ What have you tried? How do you know if it's working?
- _____ Obtain tips from previous year's teacher, teammate, or grade level team.
- _____ Parent/Family Contact (w/positive & shared concern)
- _____ STAR, CFA Results, Writing Sample, Exit Ticket

_____ **Step 4:** TLC will recommend additional interventions, data collection, accommodations, and/or modifications. A follow up meeting will be scheduled for 3-6 weeks depending on need.

Follow Up Meeting Date-_____

_____ **Step 5:** Apply TLC team recommendations for 3-6 weeks. Collect data showing evidence of its effectiveness. (ie-did it work/help or not) Items to bring to your follow up TLC meeting-

- _____ Evidence of Tier 1 Classroom Interventions & Outcomes
- _____ Comprehensive List of Accommodations/Modifications Provided
- _____ Peer Observation & Feedback Who on staff is best able to observe & offer feedback?

_____ **Step 6:** Repeat steps 4 & 5 as needed.

The TLC Team will determine possible referral for a Special Education evaluation if the data & circumstances meet specific requirements. Special Education is a service & support, but does not replace the general education classroom.