

Request for Academic Support Checklist
Student Name, Grade, Classroom Teacher

I Teacher Support

- Apply best practices
- Differentiate various lessons
- Collect student work samples (provide date/time/subject matter)

Step 1. ____ Informal observation/notes of student behavior from whole group instruction.

Step 2. ____ Informal observation/notes of student behavior from small group instruction.

Step 3. ____ Informal observation/notes of student behavior from 1:1 instruction.

Step 4. ____ Collaborate with grade level team for help and suggestions.

Step 5. ____ If no improvement is observed, notify the Division Principal, and contact the Academic Support Program Coordinator.

II Academic Support

Step 1. ____ Meeting with Academic Support Program Coordinator Date _____

Step. 2 ____ Observation of student Date _____

Step 3. ____ Post observation meeting to share next steps Date _____

Step. 4 ____ Meeting with parents, if warranted Date _____