

Georgia's Tiered System of Supports for Students

Navigating Georgia's MTSS/SST Online Application

Pilot Districts

Participants will . . .

Explore

Explore the components of the Georgia Online MTSS/SST application.



Provide

Provide questions and comments for each component of the Georgia Online MTSS/SST application.

Georgia Online MTSS/SST Application: Design

Profile

Team
Members

Timelines

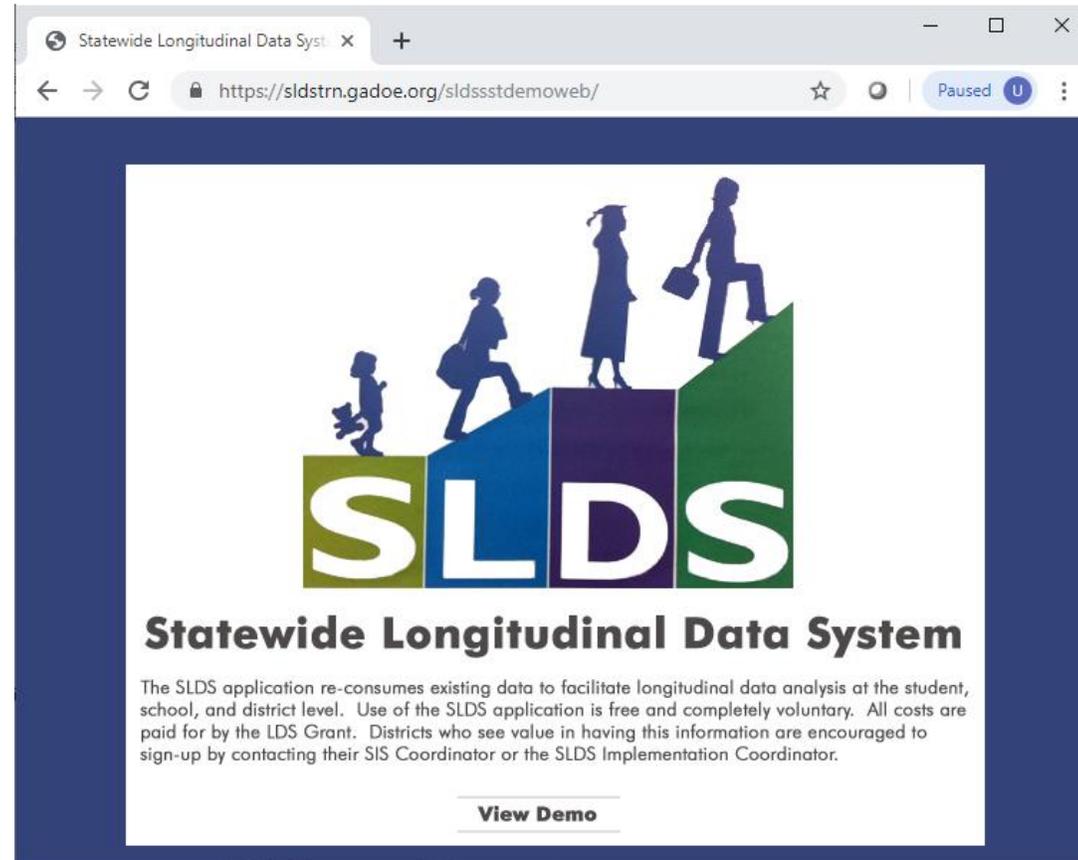
Meetings

SST

Log

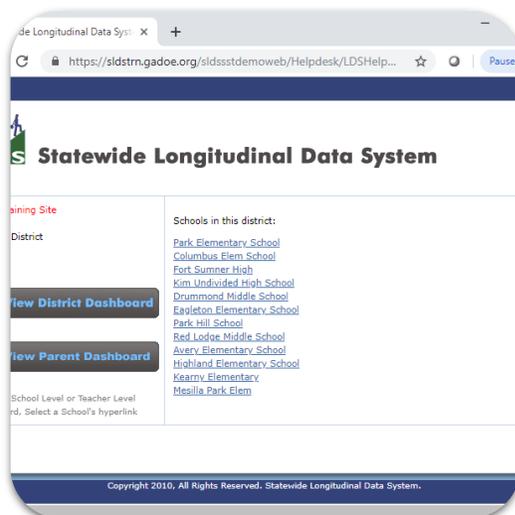
Documents

Training Site for Georgia Online MTSS/SST

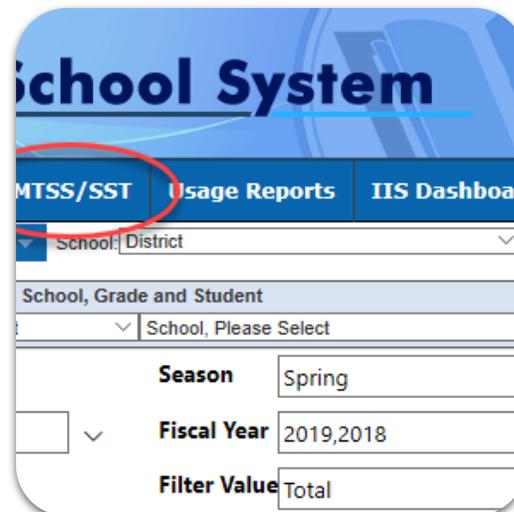


The new training site for SST is available at <https://sldstrn.gadoe.org/sldsstdemoweb/>

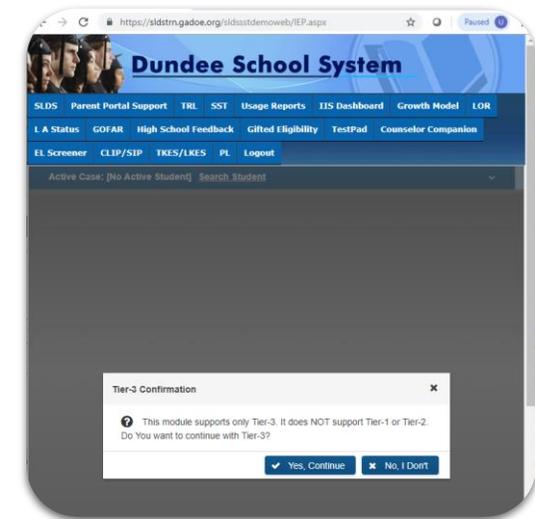
Accessing Georgia Online MTSS/SST



View District Dashboard



Select MTSS/SST



SST Application Loads

Searching for a Student Record

Steps to Searching for a Student Record

- Choose a search strategy and click on Lookup Student

Dundee School System

Support TRL IEP **MTSS/SST** Usage Reports IIS Dashboard SEED Growth Model LOR L A Status High School Feedback Gifted Eligibility TestPad Counselor Companion EL Screener CLIP/SIP TKES/LKE

Active Case: [No Active Student] Search Student Caine, Jose

Search Student

If you are unsure of the exact spelling of any information simply enter the first letter or letters of the name and search.

Personal Information	Location Information	Student Status
GTID	Select LEA Dundee School System	<input checked="" type="radio"/> Active Students
First Name	Select School All Schools	<input type="radio"/> Exited Students
Last Name	By Team Lead	<input type="radio"/> New Students
Select Grades	Select Team Lead	

Search

Lookup Student Start Over

Opening a Student Record

Steps to Opening a Student Record

- Review Student Search results
- Locate the student of your choice
- Click on the plus sign icon (+) right before the student's name to assign a Team Lead

Search Student

If you are unsure of the exact spelling of any information simply enter the first letter or letters of the name and search.

Show Search

Student Search Results

More than 50 student records found. Please narrow your search.

	Student Name	Current GTID	School	Grade	DOB	Team Lead
+	Beckwith , Myrtle	9002729965	Mesilla Park Elem	03	Mar 22, 2009	
+	Betty , Elmer	9002221657	Red Lodge Middle School	08	Dec 12, 2004	
+	Boggs , Audria	9001273705	Eagleton Elementary School	03	Jul 19, 2009	
+	Bohon , Augustine	9003422828	Red Lodge Middle School	07	Sep 8, 2005	
+	Bonner , Kiffia	9007731082	Kim H. Hodges High School	12	Feb 22, 1999	

Assigning a Team Lead

Steps to Assigning a Team Lead

- Use the **Lookup Team Lead** button to search by name, district, and/or school
- Review search results and use the **Assign Team Lead** button to add the individual of choice
- Click on the student's name (hyperlinked) to **create a profile**

Assign Team Lead

Student Information

Name: [Betty, Elmer](#)

First Name	Middle Name	Last Name	Date of Birth
Elmer	M	Betty	12/12/04
Gender	Race/Ethnicity	Grade	School Entry Date
Male		08	

Team Lead History

Team Lead	From Date	To Date	Active
Caine, Jose	9/7/19		Yes

Search Team Lead

First Name Last Name Select Resident District Select School

✓ Team Lead assigned successfully

Creating a Profile

Steps to Creating a Profile

- Complete the **Student & School** page
 - Personal Information
 - Additional Information
 - Demographic Information
- Complete the **Parent/Guardian** page
 - Parent name
 - Contact Information
 - Interpreter
 - Other accommodations
- Review the **Assessment Data** page
 - GKIDS

Active Case: Brewer, Lily Search Student Caine, Jose

Profile Team Members Timelines Meetings SST Log Documents

Student & School Parents/Guardians Assessment Data

STUDENT GTID# 9001110258 Team Lead Jose Caine School / LEA Mesilla Park Elem / Dundee School System

Personal Information

First Name	Middle Name	Last Name	Date of Birth
Lily	L	Brewer	7/18/07

Gender	Race / Ethnicity	Grade	School Entry Date
Male		05	

Update Grade Select Grade Update Grade

Demographic Information

English Learner No Yes

Student's native language Select Language

Other Language

Enter Email

Enter Address Line1 20502 Village Drive Enter Address Line2

Enter City Decatur Select State GA Enter Zip 30016

Save Student Profile

Additional Information

- i. SST
- ii. 504
- iii. Community PK
- iv. Private School
- v. Alternative School
- vi. After-School Care
- vii. Others

Save Additional Information

Adding Team Members

Steps to Adding Team Members

- Identify user type
- Select user
- Assign a team title

No	Last Name	First Name	User Type	Team Title	Delete
1	Ball	Lucille	System Users	Academic Coach	
2	Brown	Shelly	Parent/Guardians	Parent	
3	Brumfield	Bobbie	Student	Student	
4	Caine	Jose	Team Lead	Team Lead	
5	Dee	Nancy	System Users	Assistant Principal	
6	Gail	Teresa	System Users	Referring Teacher	

Creating a Timeline

Steps to Creating a Timeline

- Choose a date for the Initial SST meeting
- Click on Start Initial SST to begin the process of entering meeting details

The screenshot shows a web browser window with the URL <https://sldstrn.gadoe.org/sldstrndemoweb/REP.aspx>. The page is titled "Student Timelines" and has a navigation menu with options: Profile, Team Members, Timelines, Meetings, SST, Log, and Documents. The "Timelines" tab is active.

Student Information

Name:	Macie Brinkley	GTID:	9002403226	Birthdate:	12/4/10
Grade:	01	LEA:	Dundee District	School:	Mesilla Park Elem

Review Dates

Initial Review Date:

Meetings

Date	Type	Status	Review Date	
08/02/2019	Initial SST	Development		Initial SST In Process

Exit Student

Select Exit Reason:

Exit Date:

Creating a Timeline: Adding Meeting Details

Steps to Creating a Timeline: Meeting Details

- Enter Meeting Date, Time, and Purpose
- Edit Meeting Roles as needed
- Click on the Save Meeting Purpose button
- Press the Submit button

The screenshot shows a web browser window displaying the 'Meeting Details' form in the SLDS system. The form is titled 'Meeting Details' and includes a navigation bar with tabs for Profile, Team Members, Timelines, Meetings, SST, Log, and Documents. The 'Meetings' tab is active. The form contains the following sections:

- Meeting Information:** Meeting Name: Initial SST; Status: Sent to Parent; Meeting DateTime: 08/03/2019 11:00 AM; Meeting Location: Mesilla Park Elem.
- Meeting Purpose:** Meeting Purpose: The purpose of this meeting is to review Macie's student data, identify specific needs, and create a student educational plan that will best support Macie's needs. A 'Save Meeting Purpose' button is located below this section.
- Meeting Attendees Count: 6**

Name	Team Member Title	Meeting Role	Edit	Delete
Lucille Ball	Administrator	Principal		
Deborah Beverly	Referring Teacher	Referring Teacher		
Macie Brinkley	Student	Student		
Jose Caline	Team Lead	Team Lead		
Barbara Dubois	Academic Coach	Subject Area Specialist		
Macies Mom	Parent	Parent		

A 'Submit' button is located at the bottom left of the form.

Sending Meeting Notice

Steps to Creating a Timeline: Sending Meeting Notices

- Click on Print Latest Meeting Notice button

The screenshot shows a web browser window with the URL <https://sldstrn.gadoe.org/sldstsdemoweb/REP.aspx>. The page has a navigation menu with tabs: Profile, Team Members, Timelines, Meetings, SST, Log, and Documents. The 'Meetings' tab is active, and the 'Print Latest Meeting Notice' button is highlighted.

Meeting Details

Response/Reschedule Meeting | **Print Latest Meeting Notice**

Meeting Information

Meeting Name: Initial SST

Status: **Sent to Parent**

Meeting DateTime: 08/03/2019 11:00 AM

Meeting Location: Mesilla Park Elem

Meeting Purpose

Meeting Purpose:
The purpose of this meeting is to review Macie's student data, identify specific needs, and create a student educational plan that will best support Macie's needs.

Save Meeting Purpose

Meeting Attendees Count: 6

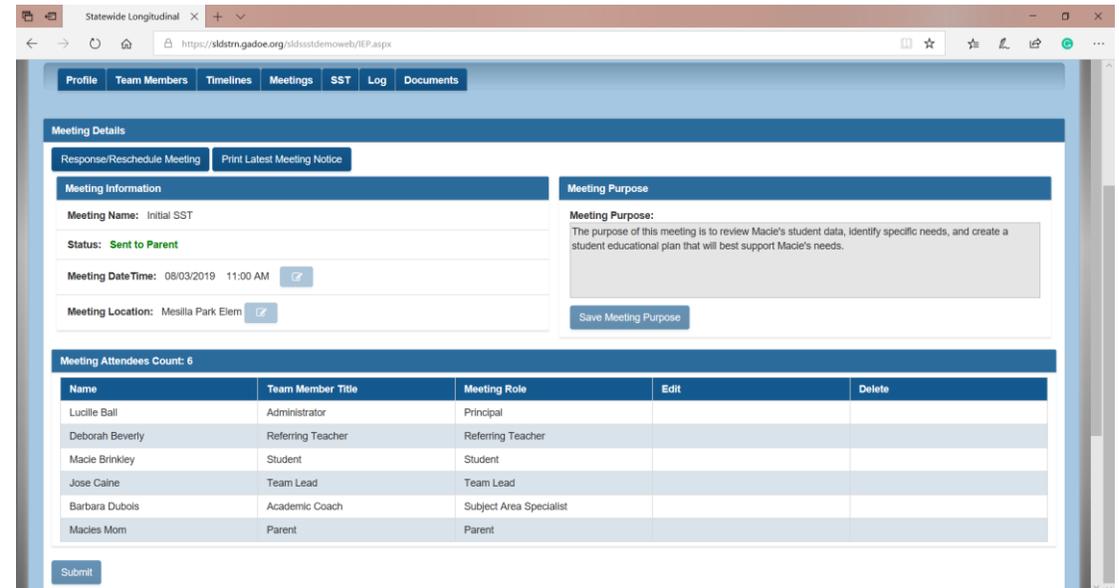
Name	Team Member Title	Meeting Role	Edit	Delete
Lucille Ball	Administrator	Principal		
Deborah Beverly	Referring Teacher	Referring Teacher		
Macie Brinkley	Student	Student		
Jose Calne	Team Lead	Team Lead		
Barbara Dubois	Academic Coach	Subject Area Specialist		
Macies Mom	Parent	Parent		

Submit

Recording Parent's Response

Steps to Creating a Timeline: Recording Parent's Response

- Click on Response/Reschedule Meeting button



The screenshot shows a web application interface for recording a parent's response to a meeting. The interface is titled "Meeting Details" and includes a navigation menu with options: Profile, Team Members, Timelines, Meetings, SST, Log, and Documents. The main content area is divided into several sections:

- Response/Reschedule Meeting** and **Print Latest Meeting Notice** buttons.
- Meeting Information** section with fields for:
 - Meeting Name: Initial SST
 - Status: Sent to Parent
 - Meeting DateTime: 08/03/2019 11:00 AM
 - Meeting Location: Mesilla Park Elem
- Meeting Purpose** section with a text area containing: "The purpose of this meeting is to review Macie's student data, identify specific needs, and create a student educational plan that will best support Macie's needs." and a "Save Meeting Purpose" button.
- Meeting Attendees Count: 6** section with a table listing attendees.

Name	Team Member Title	Meeting Role	Edit	Delete
Lucille Ball	Administrator	Principal		
Deborah Beverly	Referring Teacher	Referring Teacher		
Macie Brinkley	Student	Student		
Jose Calne	Team Lead	Team Lead		
Barbara Dubois	Academic Coach	Subject Area Specialist		
Macies Mom	Parent	Parent		

At the bottom of the table is a "Submit" button.

Part 3: Recording Student Data, SST Decisions, and Next Steps



Complete developmental history > Add student data > Add intervention(s) and Record student progress monitoring data > List accommodations > Complete review

Georgia Online MTSS/SST Application: Design

SST

- Developmental History
- State Assessment
- Student Data
- Progress Monitoring
- Accommodations
- Complete Review

Viewing and Updating an SST file

Developmental History Page

- Answer questions 1 to 11
- Save the information

Active Case: Brinkley, Macie Search Student Calne, Jose

Profile Team Members Timelines Meetings SST Log Documents

SST Report: Initial Date: 08/02/2019 Status: In-Process Print Full SST Report

Developmental History State Assessments Student Data Progress Monitoring Accommodations Complete Review

Developmental History

1.1 Has the student attended (or is the student attending) a preschool program?
 Yes No Clear

Notes:
N/A

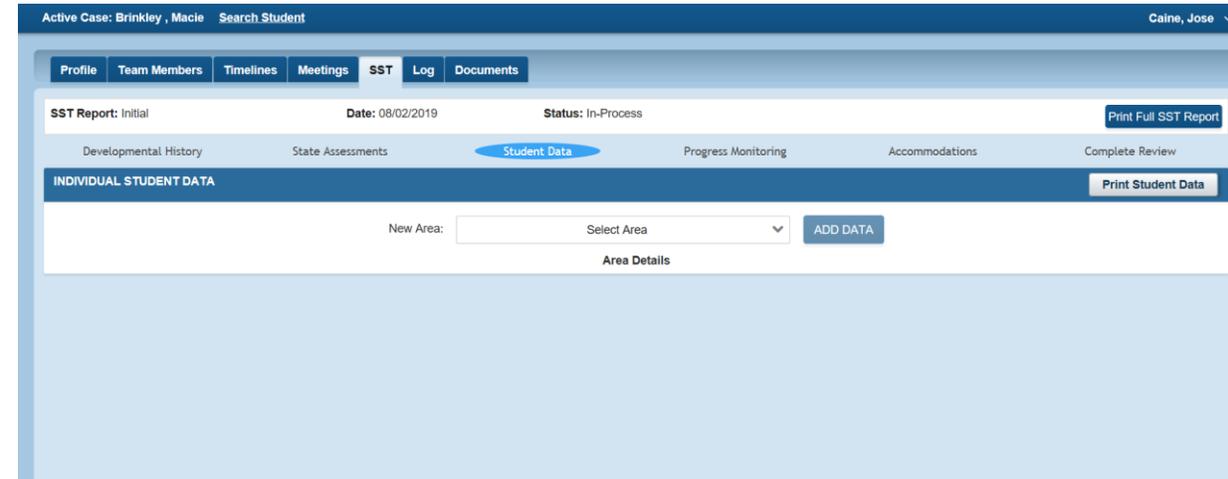
1.2 Is this student age appropriate for grade level?
 Yes No Clear

Notes:
N/A

Viewing and Updating an SST file

Student Data Page

- Select an area of focus
- Enter assessment data
- Select assessment source
- Indicate the student's area of strength, weaknesses and any other important information
- Save information



The screenshot shows a web application interface for viewing and updating an SST file. The top navigation bar includes tabs for Profile, Team Members, Timelines, Meetings, SST (selected), Log, and Documents. The main content area displays the following information:

- Active Case: Brinkley, Macie
- Date: 08/02/2019
- Status: In-Process
- Buttons: Print Full SST Report, Print Student Data
- Navigation tabs: Developmental History, State Assessments, Student Data (selected), Progress Monitoring, Accommodations, Complete Review
- Section: INDIVIDUAL STUDENT DATA
- Form: New Area: [Select Area] [ADD DATA]
- Area Details

Viewing and Updating an SST file

Progress monitoring Page

- Add new intervention
- Provide beginning date
- Indicate the setting
- Enter student goal
- Enter frequency, number of sessions, length of time in hours and minutes

The screenshot shows a web application interface for progress monitoring. At the top, there is a navigation bar with tabs for Profile, Team Members, Timelines, Meetings, SST (selected), Log, and Documents. Below the navigation bar, the page displays the following information:

- SST Report: Initial
- Date: 08/02/2019
- Status: In-Process
- Print Full SST Report button

Below this information, there is a horizontal menu with the following options: Developmental History, State Assessments, Student Data, Progress Monitoring (highlighted), Accommodations, and Complete Review.

Under the Progress Monitoring tab, there is a section titled "SUMMARY OF PROGRESS MONITORING DATA TOWARD ACHIEVING STANDARDS" with a Print Progress Monitoring button. Below this section, there is an "ADD New Intervention" button.

Viewing and Updating an SST file

Accommodations Page

- List classroom testing accommodations
- Enter instructional accommodations
- Provide information pertaining to support needed for personnel

The screenshot shows a web application interface for viewing and updating an SST file. The top navigation bar includes "Active Case: Brinkley, Macie", "Search Student", and "Caine, Jose". Below the navigation bar, there are tabs for "Profile", "Team Members", "Timelines", "Meetings", "SST", "Log", and "Documents". The "SST" tab is selected, and the page displays "SST Report: Initial", "Date: 08/02/2019", and "Status: In-Process". A "Print Full SST Report" button is visible in the top right corner. Below the report information, there are several tabs: "Developmental History", "State Assessments", "Student Data", "Progress Monitoring", "Accommodations", and "Complete Review". The "Accommodations" tab is selected, and a "Print Accommodations" button is visible in the top right corner of the tab area. The main content area contains a heading "Accommodations" and a sub-heading "Classroom Testing Accommodations:". Below the sub-heading, there is a large text input field. The text input field is empty. Below the text input field, there is a sub-heading "Instructional Accommodations:" followed by another large text input field, which is also empty. A small note above the input fields reads: "If the student requires accommodations (instructional, behavioral, communication, etc.) please document those below. Examples could include use of study carrel, extended time, raised line paper, use of a manipulatives, etc."

Viewing and Updating an SST file

Complete Review Page

- Enter meeting notes and follow-up plan information
- Choose agreed upon recommendations
- Indicate the next meeting data
- Select the next review date
- Save the information
- Click on Submit button*

The screenshot shows a web application interface for managing Student Support Team (SST) files. At the top, there is a navigation bar with tabs for Profile, Team Members, Timelines, Meetings, SST (selected), Log, and Documents. Below the navigation bar, the page displays the following information:

- SST Report:** Initial
- Date:** 08/02/2019
- Status:** In-Process
- Print Full SST Report** button

Below this information, there are several tabs: Developmental History, State Assessments, Student Data, Progress Monitoring, Accommodations, and **Complete Review** (highlighted in blue). Under the Complete Review tab, there is a sub-section titled **SST TEAM INFORMATION** with a **Print Team Information** button.

The main content area is titled **Notes and Outcomes:** and contains three sections:

- Meeting Notes:** A large text input area for recording meeting details.
- Follow-Up Plan:** A text input area for detailing the next steps.
- Recommendations:** A list of radio button options with information icons (i) next to them:
 - Continue with Current Interventions
 - Continue with Updated Interventions
 - Dismiss from Student Support Team (SST)
 - Refer for SST screening or evaluation

Part 4: Providing Additional Documentation

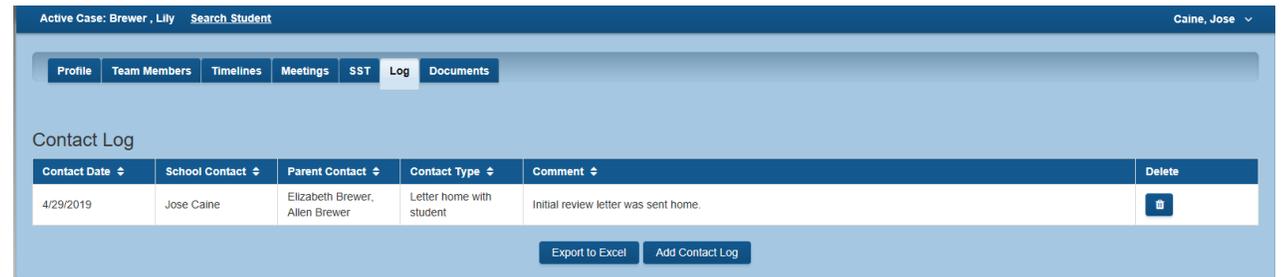
Create/update Contact Log > Upload Documents



Adding to the Contact Log

Contact Log Page

- Click on the Add Contact Log button
- Select the individual that was contacted
- Identify the type of contact
- Select the date of the contact
- Enter additional information if needed



Contact Date	School Contact	Parent Contact	Contact Type	Comment	Delete
4/29/2019	Jose Caine	Elizabeth Brewer, Allen Brewer	Letter home with student	Initial review letter was sent home.	

Uploading Documents

Documents Page

- Browse to select the file you want to upload
- Enter the name of the document
- Select the document type
- Select the date of the document
- Click the save button

The screenshot shows a web application interface for uploading documents. At the top, there is a navigation menu with tabs for Profile, Team Members, Timelines, Meetings, SST, Log, and Documents. The main content area is titled "Student Documents" and contains a form for uploading documents. The form has the following fields:

- Upload File: A text input field with a "Browse..." button.
- Document Name: A text input field.
- Document Type: A dropdown menu with "-- Select Document Type --" as the selected option.
- Document Date: A date input field with a calendar icon.

Below the form is a "Save" button. Underneath the form is a table with the following columns: Document Name, Document Type, Document Date, Uploaded By, Upload Date, and Delete. The table currently shows "No records found". Below the table is a section titled "Case Documents History" with a similar table structure, also showing "No records found".

Georgia Online MTSS/SST Application: Design

Profile

Team
Members

Timelines

Meetings

SST

Log

Documents

Questions, Comments, Next Steps

Thank you!

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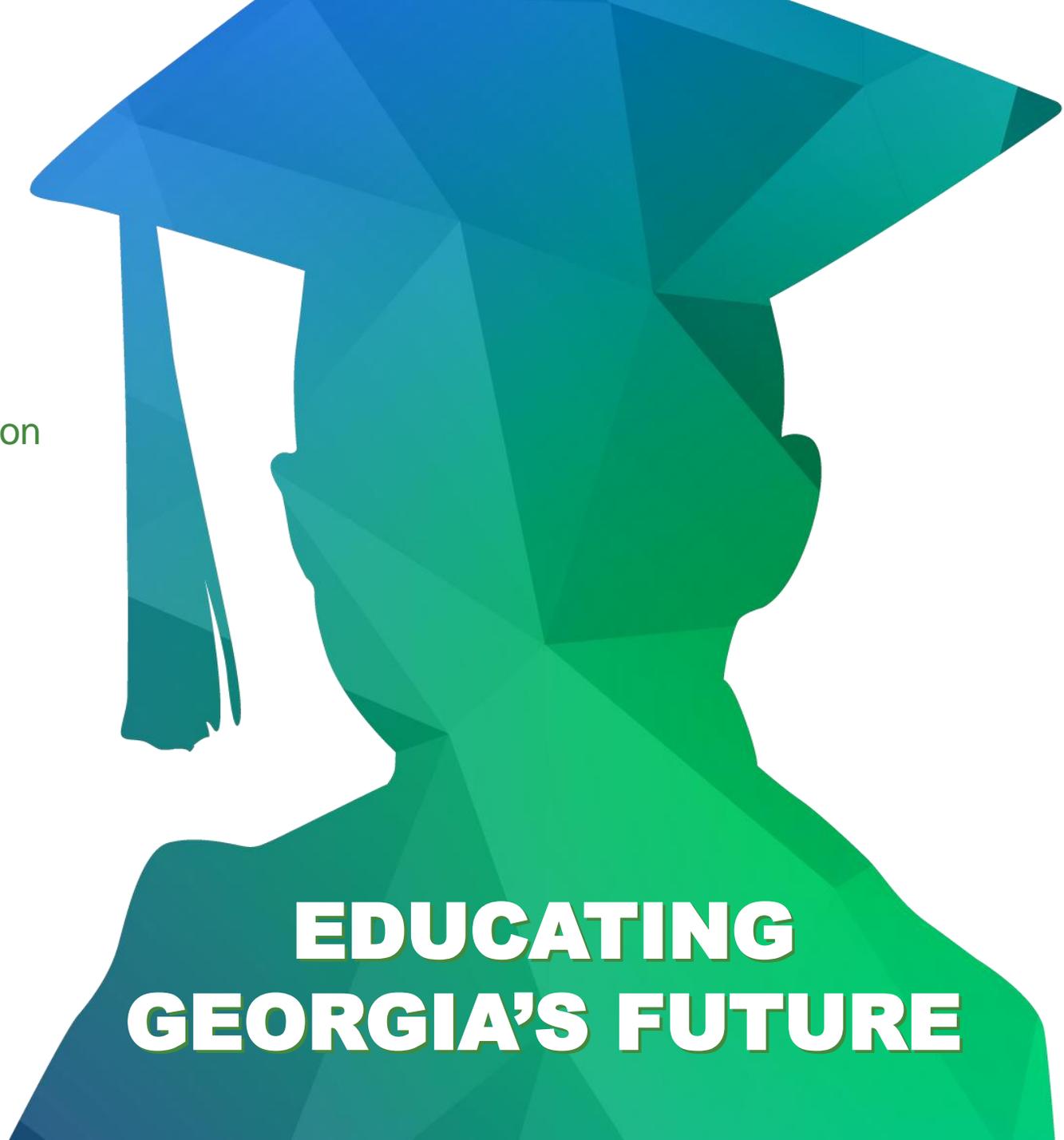
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