Recommended Stakeholders

Team make-up typically includes:
- Building administration*
- Special education administration
- General education, and special education teachers/case managers,
- Data systems specialist

Team members should be assigned the following roles:

**Team lead:** designated to schedule and lead district/school meetings.
**Data collection:** designated to collect and analyze data before meeting
**Team minutes/Timekeeper:** designated to make sure notes are, as well as, serve as meeting timekeeper.

Other team members may include:
- Central administration
- Transition coordinator
- Transition counselor
- Social worker
- School psychologist
- School counselor
- Climate manager
- Home school liaison (truancy/attendance)
- Social worker
- Check and Connect coordinator
- Department chairs
- Behavior specialist