

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