

Clinician / Administrator Monthly Meeting Agenda

Meeting Date:

Attendees:

Agenda Items

- 1) Grounding / Connection Activity 2) Review Values and Agreements 3) Topics to address in **chart below** 4) Closing Activity

Regular Topics for Discussion	Systems Level Concerns and Data Necessary for the Conversation	Action Steps
Review status of student progress (table A) from chart below and discuss any systems concerns		
Review estimates of time spent in Tier 1, Tier 2, and Tier 3 (table B)		
“What support can I provide?” Each person asks and answers the other		
Any other data, systems, or practices concerns not already addressed above?		

Use the chart below to drill down into the data of students _____ **Clinician A** ___ helps support. This section is not meant to be evaluative in nature, but rather to support the effectiveness and efficiency of supporting youth in the building/district. This is a time for Social/Emotional Leaders to assess together if systems changes need to be made.

Table A:

Direct Support Given to Students <u>Individually</u>				Direct Support Given to Students <u>in Groups</u>			
Special Education		General Education		Special Education		General Education	
Number of students receiving minutes or direct support	Number of those students "responding"	Number of students receiving minutes or direct support	Number of those students "responding"	Number of students receiving minutes or direct support	Number of those students "responding"	Number of students receiving minutes or direct support	Number of those students "responding"

Use the chart below to facilitate **conversations about how current time is being spent at each tier and in crisis**. This section is not meant to be evaluative in nature, but rather to support the effectiveness and efficiency of supporting youth in the building/district. This is a time for Social/Emotional Leaders to assess together if systems changes need to be made.

Table B:

Estimated % of time currently spent at Each Tier	Tier 1	Tier 2	Tier 3	Crisis **	Were there times this month that you were pulled into situations you feel could have been handled by someone else. <input type="checkbox"/> YES <input type="checkbox"/> NO

**These numbers are included in the ones to the left, for although a "crisis call" was made to the clinician, the actual support warranted is reflected there.

Example Topics for Systems Considerations to Cover Together During This Meeting

- Professional Development for Staff
- Student / Staff Wellness
- Family/Community Engagement
- Relationships and Community
- Communication/feedback Loops
- Data collection (fidelity, progress monitoring, outcomes, etc.)
- Considerations for Coaching as Social Emotional Leaders
- Discipline policies / procedures / practices
- Groups at Tier 2
- Problem-Solving Teams
- Supporting Staff in the Classroom with SEL, etc.
- Student person-centered plans (FBA/BIP, Wraparound, etc.)