

CPS Team **Initial** Meeting Notes

Date of Meeting: _____

Name of Student: _____ Grade of student: _____

Team Members present:

NAME	POSITION

Referral Date: _____

Reason for Referral:

Specify:

Student data – Attach or write in relevant student data

Initial CPS Team Meeting on this student

Review any data or documentation the student's teacher brought to CPS Team

CPS Team Recommendations: (check one)

Initiate/Modify Tier 1 strategies

(Send back to teacher with comments entered below)

Initiate new Tier 2 interventions

(Set next meeting date below then proceed to create Tier 2 plan)

Initiate new Tier 3 interventions

(Set next meeting date below then proceed to create Tier 3 plan)

Refer Teacher to other professional support: Referred to: _____ Date: _____

(Set next meeting date below - auto create referral to SSW if applicable)

Refer Student to outside behavior support: Referred to: _____ Date: _____

(Set next meeting date below then proceed to 3rd party partner referral process)

Next CPS Team meeting on this student:

Date: _____ or N/A (no next meeting if sent back to teacher)

Additional Comments: