



Broward County Public Schools  
Diversity, Prevention & Intervention  
**MTSS/RtI Problem-Solving Meeting Minutes**  
2017 – 2018 School Year



**I. Team Members**

- i. Lead (organizer): \_\_\_\_\_
- ii. Facilitator: \_\_\_\_\_
- iii. Recorder: \_\_\_\_\_
- iv. Timekeeper: \_\_\_\_\_
- v. SEL Coach: \_\_\_\_\_
- vi. MTSS Instructional Facilitator: \_\_\_\_\_
- vii. Others: \_\_\_\_\_

**II. CPS Referrals**

Student(s)	Area of Concern	Teacher	Grade

**III. CPS Referrals Outcome/Notes**

Student(s)	Outcome	Notes

**IV. Follow-up**