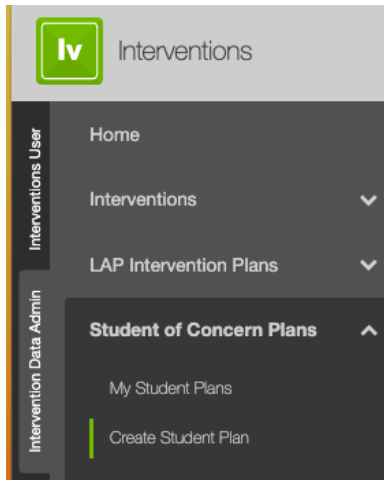


## Interventions: Student of Concern Guide V2

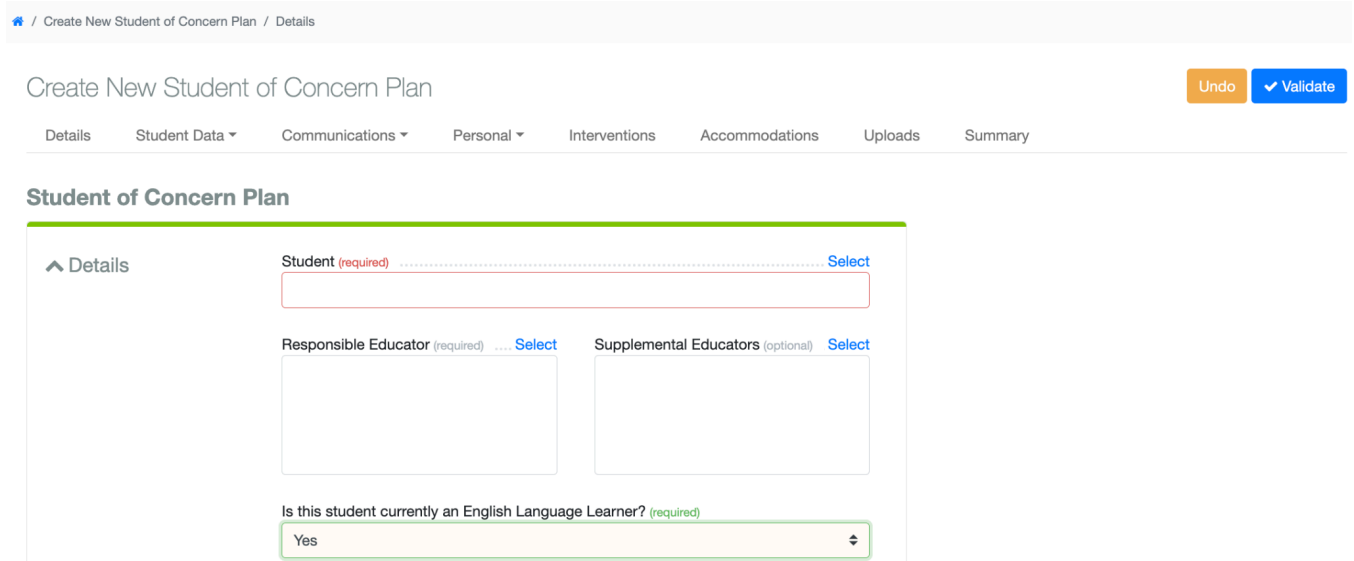
Student of Concern Plans are usually created when additional support is needed after the initial intervention.

### Creating A Student Of Concern Plan (Details Tab)

1. Select **Create Student Plan** from the left navigation menu.



2. Select a **Student** by clicking the **Select** button.

A screenshot of the 'Create New Student of Concern Plan' form. The page title is 'Create New Student of Concern Plan' and there are 'Undo' and 'Validate' buttons. Below the title is a breadcrumb trail: 'Home / Create New Student of Concern Plan / Details'. There are several tabs: 'Details', 'Student Data', 'Communications', 'Personal', 'Interventions', 'Accommodations', 'Uploads', and 'Summary'. The 'Details' tab is active. The form has a section titled 'Student of Concern Plan' with a sub-section 'Details'. It contains three fields: 'Student (required)' with a 'Select' button, 'Responsible Educator (required)' with a 'Select' button, and 'Supplemental Educators (optional)' with a 'Select' button. Below these is a dropdown menu for 'Is this student currently an English Language Learner? (required)' with 'Yes' selected.

3. Use the **Filter Student Search** to create a list of students.

Filter Student Search Results

 Clear Filters  ✕

Last Name (optional) ..... <input type="text"/> All ▾ <input type="text"/>	First Name (optional) ..... <input type="text"/> All ▾ <input type="text"/>
Student Name (optional) .. <input type="text"/> All ▾ <input type="text"/>	SSID (optional) ..... <input type="text"/> Select ▾ <input type="text"/>
Grade Levels (optional) . <input type="text"/> Select ▾ <input type="text"/>	Schools (optional) ..... <input type="text"/> Select ▾ <input type="text"/>
User Status (optional) ... <input type="text"/> Select ▾ <input type="text"/>	

- Click the **check mark** next to the student's name and click **Apply**. Remember, the students you see are based on your role and permissions. Next, select the **Responsible Educator** in charge.

 Select Student from School Year Is Current School Year, Is Currently Enroll...   ✕

 9242 Students 
 

<input checked="" type="checkbox"/>	•	A'Kire-Sky	4	Cedar Grove Elementary School
<input checked="" type="checkbox"/>	•	A'Marie	2	Granite Hills Elementary School
<input checked="" type="checkbox"/>	•	Aadharshini	3	Forest View Elementary School
<input checked="" type="checkbox"/>	•	Aakash	10	South Creek High School
<input checked="" type="checkbox"/>	•	Aamira	4	Cedar Grove Elementary School
<input checked="" type="checkbox"/>	•	Aanvi	7	Silver Creek Middle School
<input checked="" type="checkbox"/>	•	Aaric	9	South Creek High School

- If applicable, select the **Supplemental Educators who need** to see or be involved in the plan.
- Finally, “**Is the student currently an English Language Learner?**” Choose **Yes/No** from the drop-down menu.
- Select **Save & Continue** from the drop-down menu in the top right corner.

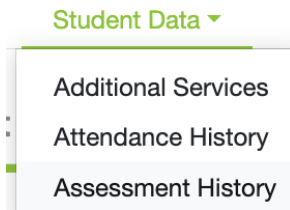
  ▾

- Click **Next** to move to the next tab.

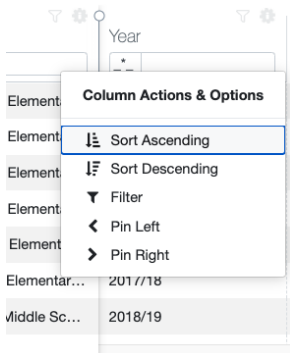


## Student Data

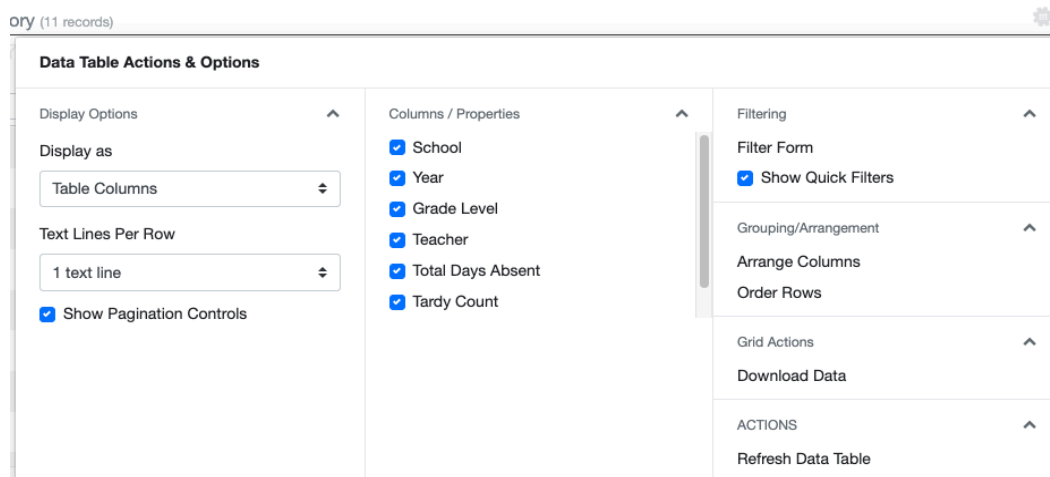
- Each page under Student Data is automatically populated.



- The Assessment History page displays as a data table. Each column has an **Actions and Options** gear, allowing you to sort or filter the information.



- The **Action** gear at the top of the container provides additional options, such as grouping/arranging columns or downloading the data.



- Click **Next** to move to the next tab.

## Communications

1. Select one of the following options from the **Communications tab** dropdown menu.

Communications ▾

- Parent Communication Log
- Communication History

**a. Parent Communication Log:**

- i. Click **Add Record**. Then select the **Recorded Date** and Communication Method, and enter the **Communication**.
- ii. Optionally, you may select the **Last Edited Date** and whether the communication was **Sent To Parent(s)**, with True/False.
- iii. Click **Add**.

**Parent Communication Log**

Intervention Plan Parent Communications (0 records) Add Record ⚙

No data to display.

---

Add Communication Add ✕

Parent Communication

Recorded Date <small>(required)</small>	<input type="text" value="3/21/23"/>	Last Edited Date <small>(optional)</small>	<input type="text"/>
Communication Method <small>(required)</small>	<input type="text" value="Parent/Teacher Conference"/>	Sent To Parent(s) <small>(optional)</small>	<input type="text" value="true"/>
Communication <small>(required)</small>			
<input style="width: 100%;" type="text" value="Parent/Teacher Conference is requested/"/>			

2. Parent Communication Logs may be edited or deleted by clicking the **Row Actions & Options** button.

**Parent Communication Log**

Intervention Plan Parent Communications (1 records) Add Record ⚙

Recorded By	Recorded On	Last Edited By	Last Edited On	Communication Met	Communication	Sent to Parents	Row Actions & Options
teri.larew	March 21, 2023	teri.larew	March 21, 2023	Parent/Teacher Con...	Parent/Teacher Con...	true	<div style="border: 1px solid #ccc; padding: 5px; width: fit-content; margin: auto;"> <b>Row Actions &amp; Options</b>            Edit            Delete         </div>

- a. **Communication History:** Shows communication entries from SOC and Intervention plans.

**Communication History**

Communication History (1 records)

Recorded By	Recorded On	Last Edited By	Last Edited On	Communication Meth	Communication	Sent to Parents
teri.larew teri.larew	March 21, 2023	teri.larew teri.larew	March 21, 2023	Parent/Teacher Confe...	Parent/Teacher Confe...	Yes

## Personal

1. Select an option from the Personal Tab drop-down menu.

Attendance History   **Personal** ▼   Parent Communication Log   Communication History   Interventions   Assessment History

Languages

Skill Levels

Strengths and Needs

Health Conditions

Hearing/Vision Test Results

- a. **Languages:** Shows the Home Language and Native Language information.
- b. **Skill Level:** These selectors are required. Rate the student with a score of 1 to 4 (when compared to peers of the same age). There is also a place for notes if applicable.
- i. 1= Very concerned/well below standard, 4= No concerns, well above standard

### ACADEMIC SKILLS:

- Basic Reading
- Reading Comprehension
- Writing Content
- Math Calculations & Operations
- Math Problems Solving.

### Skill Levels

Academic Skills

These selections are required. Rate 1 to 4, 1 = VERY concerned/well below standard, 4 = NO concerns, well above standard, when comparing to peers of same age

[hide instructions](#)

Skill	Score	Notes
Basic Reading Skills	<input type="text"/>	<input type="text"/>
Reading Comprehension	<input type="text"/>	<input type="text"/>
Writing Content	<input type="text"/>	<input type="text"/>
Math Calculations & Operations	<input type="text"/>	<input type="text"/>
Math Problem Solving	<input type="text"/>	<input type="text"/>

**FUNCTIONAL SKILLS:**

- Communication/Expressive Language
- Communication/Receptive Language
- Communication/Articulation Phonology
- Communication Other
- Fine Motor
- Gross Motor
- Social/Emotional Development
- Behavior

**Functional Skills**  
 These selections are required. Rate 1 to 4, 1 = VERY concerned/well below standard, 4 = NO concerns, well above standard, when comparing to peers of same age  
[hide instructions](#)

Skill	Score	Notes
Communication/Expressive Language	<input type="text"/>	<input type="text"/>
Communication/Receptive Language	<input type="text"/>	<input type="text"/>
Communication/Articulation/Phonology	<input type="text"/>	<input type="text"/>
Communication Other	<input type="text"/>	<input type="text"/>
Fine Motor	<input type="text"/>	<input type="text"/>
Gross Motor	<input type="text"/>	<input type="text"/>
Social/Emotional Development	<input type="text"/>	<input type="text"/>
Behavior	<input type="text"/>	<input type="text"/>

- c. **Strengths and Needs** (optional) Notes to be completed by all parties working with the student.
- d. **Health Conditions** will automatically populate from Skyward.
- e. **Hearing/Vision Test Results**
  - i. **Health Concerns:** Health Diagnosis Exists / Glasses are Used at School

**Health Concerns**  
 Yes indicates there is a medical diagnosis that needs to be shared at the SCC meeting. Only share medical information if it is relevant for this meeting.  
[hide instructions](#)

**Health Diagnosis Exists (optional)**

**Glasses are Used at School (optional)**

- ii. Yes, it indicates a medical diagnosis needs to be shared. Only share medical information if it's relevant to the meeting.
- iii. **Hearing/Vision Screener Result**
  1. Click **Add Record**, and a pop-up screen will appear to select hearing or vision, then check the corresponding option.
  2. Click **Add Screener Result** when finished, then click **Add**.

^ Hearing/Vision Screener Result
Student Of Concern Plan Hearing/Vision Screener Result (0 r... Record ⚙)

No data to display.

Screener Result
✓ Add Screener Result ✕

Screener Result (2 records)
⚙

Screener Type

Hearing

Vision

Add Screener Result
✓ Add ✕

Add Hearing/Vision Screener Result

Screener Result (required) Select

3. Screener types may be edited or deleted by clicking the **Row Actions & Options** button.

Screener Type

Vision

⚙

**Row Actions & Options**

Edit

Delete

4. Add **General Notes** if applicable.

## Interventions

This automatically displays the student's intervention plans.

Details Student Data ▾ Communications ▾ Personal ▾ Interventions Accommodations Uploads Summary

**Interventions**
⚙

Student of Concern Plan Interventions (1 records)

<span>Intervention</span> <input type="text" value="--"/>	<span>Start Date</span> <input type="text" value="--"/>	<span>End Date</span> <input type="text" value="--"/>	<span>Frequency</span> <input type="text" value="--"/>	<span>Duration</span> <input type="text" value="--"/>
--	--	--	---	--

## Accommodations

Add Accommodations that will support the plan's success. Click **Add Record** to select Accommodations. Filter to find specific accommodations and use the **checkmark** to select and add.

[Details](#)
[Student Data](#)
[Communications](#)
[Personal](#)
[Interventions](#)
[Accommodations](#)
[Uploads](#)
[Summary](#)

---

### Accommodations

Intervention Plan Accommodations (4 records) [Add Record](#)

Accommodation 
Accommodation Type

Accommodation [Add Accommodation](#)

---

Accommodation (43 records)

Accommodation	Type
<input type="checkbox"/>	<input type="text"/>
<input type="checkbox"/> Add example items to support ELLs who have little experience with formal testing	Presentation
<input type="checkbox"/> Add visual support by including manipulative or graphics	Presentation
<input checked="" type="checkbox"/> Administer assessment/assignment in several sections, or over several days	Scheduling and Settings
<input type="checkbox"/> Allow extra time for student to 'translate' words and phrases	Scheduling and Settings
<input checked="" type="checkbox"/> Allow student to answer orally	Response

## Uploads

Drag and drop or browse and upload by clicking **Start**.

### Assessment Uploads

[Upload Files](#)

Application User Files By Student Of Concern Plan (0 records)

No data to display.

---

Upload

Drag & Drop your file here

Choose Files (optional)

[Browse](#)

## Summary

Set a **Meeting Date** and the **Date Form Completed**. Optional **Meeting Notes** and **Outcome Summary** may be added as well.

Summary

Meeting Notes (optional)

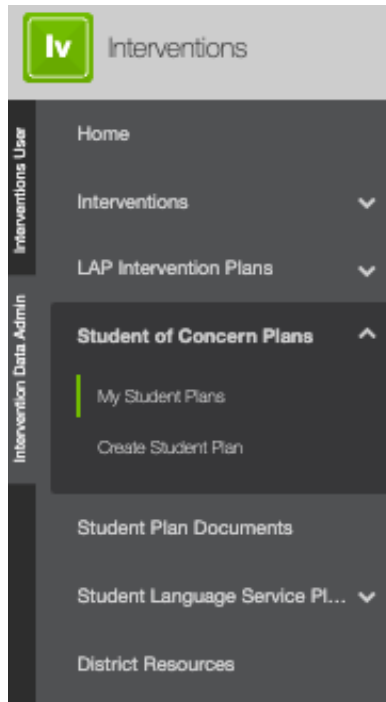
Outcome Summary (optional)

Meeting Date (required)

Date Form Completed (required)

## Viewing Individual Intervention Plans

1. You can access your Student of Concern plans through the **My Student Plans** on the left navigation screen.



2. Listed are the students' intervention plans. You can **Edit, Print, and Delete** from this page using the **Row Actions & Options** gear on the right.

Student of Concern Plans All Plans (1 records)

Student	School Year	Grade Level	Provider	Date Completed	MeetingDate	
Deon Mix*	2022/23	10th Grade	Amy *			Row Actions & Options Print Edit Delete