

# Student Success Team Parent Information Sheet

This page will give you information on Stella Maris Academy's Student Success Team. The Student Success Team aims to help meet the learning needs of all of our students.

## What is the purpose of an SST?

The Student Success Team was established to provide a positive, problem solving process to identify strategies and programs that may resolve or alleviate academic, attendance, health, social, or behavioral difficulties that students are having. We hope to create the most appropriate activities, which allow students to find success in their learning environment. In addition, this program will help educate parents to work with their children for a positive outcome.

## Our Mission

The mission of the Stella Maris Academy School Student Success Team is to assist our community in the identification, referral, intervention, and construction of an action plan to improve the well being of students, specifically related to academics, behavior, health, and attendance.

## Who is involved in the SST?

The Student Success Team is composed of members that include teachers, a resource specialist, and the school principal. The team recognizes our school as a community and strives to include staff and parents/guardians who can help a student in need. The team is committed to a solution-oriented approach.

## Should I ask for an SST if my child is having problems in a class?

Please discuss any specific problems or concerns with your child's teacher. If the problem is pervasive across many settings, we may need to hold an SST meeting but please always discuss this with your child's teacher first.

## What is the SST process?

**Step 1.** The classroom teacher requests a [Referral](#) to the Student Success Team. This referral includes information regarding specific concerns and previously attempted interventions and accommodations.

*\*Parents and teachers should discuss concerns before requesting an SST.*

**Step 2.** The classroom teacher collects information relevant to the student's progress. This information could include: class work, anecdotal records, Teacherease grade reports/behavior logs, tests, homework, attendance, parent information regarding the student's academic and health history, parent/teacher observations, teacher reports, and IOWA/STAR/A.R. records.

**\*Parents/guardians should complete a [Parent Preparation Sheet](#) and give it to the classroom teacher before the scheduled SST meeting.**

**Step 3.** The team establishes a meeting time when all members can participate and be actively involved in the problem solving process.

**Step 4.** The SST meeting is held to summarize concerns, and to discuss and develop an action plan with interventions.

**Step 5.** If the plan is unsuccessful, a follow up meeting is held within 4-6 weeks to discuss other alternatives.

### **What happens at an SST?**

1. The purpose of the SST is stated – the classroom teacher reports on the student’s progress and/or general concerns.
2. Student information such as parent and/or teacher reports is distributed to all group members.
3. Each team member is asked to discuss the student’s strengths and challenges with the team.
4. The SST Lead summarizes the team’s input (parent, teachers, and administrator) and facilitates an action plan of intervention. SST Lead will come prepared with preliminary action plan.
5. Preliminary action plan is shared, discussed, and modified as needed. All participants agree on plan and receive a copy of the notes.
6. A plan for follow up should be discussed.
7. Students may be referred to local public school district in which child resides for further evaluation. We will provide parents with letter template to request evaluation and timeline. This will guide parents and articulate concerns for the school district. After results are received, we meet to discuss results.

### **How will I know if the plan is successful, and what do I do if it is not?**

If your child is attending school, earning at least average grades, and is happy with his/her progress, the action plan would appear successful. If this is not happening, please check in with the teacher to obtain specific information or schedule a follow up meeting.

*Any comments or concerns regarding the SST process should first be discussed with your child’s teacher.*

### **Current SST Members:**

Mrs. Patricia Lowell (principal and trained in [Schools Attuned](#))

Mrs. Kim Wolf (Resource Specialist)

Mrs. Marisa Amann (Resource Specialist)